App. F. IX-4

Previous References. 1941-42 (War) W File No. 123-41
Serial Nos. 1 to 24

Later References.
W 59-43-1 to 16.

P-110

GENERAL AND REVENUE SECRETARIAT

Serial Nos. Twenty four only

Part B for August 1943.

SUBJECT

Technical Training Scheme.
Progress Reports

M.M. Krishnan
25.8.44.

war 1795 u

DEWAN'S MINUTE

FILE No. 194 S.M. 23/

Bangalore, 30th April 1942.

1) I shall be glad to have the following information regarding the scheme for the training of war technicians:-

1. The number of candidates proposed to be trained in each of the several institutions.
2. The number of candidates under training in each institution.
3. The number of candidates that have completed their training and how their services are being utilized.
4. The progress made by the candidates now under training.

2) Particulars of the training given in each institution may also be furnished.

Chief Secretary.)

war

Progress Report - T.T. Schem

(12

Serial No.

3) Kind refce is invited to the subject re: the Launching Strength of the trainees in each Centre. The previous progress report was obtained in Jly last. Ridiculous information is available in the subject. Re 2+ information upto date will be obtained from the Heads of Training Centres.

Link file — The pamphlets re: the Syllabus & the Trade Tests are placed below for perusal.

The Heads of the Training Centres have to send monthly Progress reports to the Labour Dept as Regional Inspector. Perhaps they may be asked to send a copy for the information of Govt also. The instructions to the Heads of Centres give a clear idea

placed below

4) Sent for 11/Sept

3. Issued 2786-9d/42 dt 15th inst. to the Offices.

Sent Reports.

From 55 Trainees to 44 Trainees.

Now The Secy to the Hon'ble the Resident F. 7-42/42 dt 4th inst. forwarding a copy of letter from the Labour Dept to the Manager, Govt Electric Factory - regarding training at the G.E.F.

Originally sanction was accorded to the training of 32 Fitters and 23 Turners at the G.E.F., which has since been modified to 32 Fitters and 12 Turners.

NOTE—Contn. Sheet.

WD 04155—GPB—55,000—23-10-41

88
5/5

3) 1882/1891/W T.T. Scheme - Progress Reports.

File No 1935 J6/F 2022/W of 194

General and Revenue Secretariat.

Serial No.

From The Principal. Rly College
2411 & 4 ms 42 forwarding a progress report. 4

The S. M. S. & T. 5
G. 13290 & 5th ms. 42 forg a report
5) Subs for perusal. A consolidated statement will be put up on receipt & replies from the other institutions
[illegible]
QS 6/5 Sec

From The Dy C/C 6.
Cb. 424/29-40 & 8th ms. 42 forwg the progress report of the C.I. Workshop
& The S. M. Dsn Works. 7.
5557 & 7th ms. 42 re: the Dsn Works.
6) The report re: the M.S.Rly Workshop should be from the S. M with the awaited. Subs for perusal
[illegible]
QS 9/5 Sec
8) Submd. with a reminder to S. M, Rly.
Sec 9/5
9) [illegible]
Issued 2865/W & 9th ms. 42 31/1 to the S. M. Works.

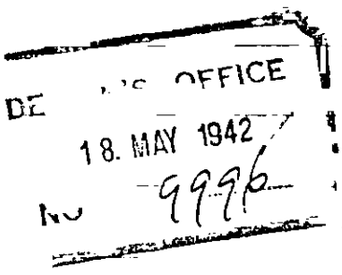
From The S. M. M. S. Rly. 8.
19923 & 13th ms. 42 forwarding a Progress Report.

1882
41
1936.
2022/
W

T.T. Schem - Progress Reports.
(4

General and Revenue Secretariat | File No. | of 194 . | [App. F. III—2

Serial No.



10) The replies received from the Heads of Training Centres are Asked for passed with reference to the Secretariat minute of 30th April. 42.
A Statement (consolidated) is also Asked.

16/5/42

Received

11) Submitted for approval

18/5/42

Secretary.

12) Recd
19/5/42

23/5/42

NOTE—Contn. Sheet.

WD 04155—GPB—55,000—23-10-41

1045 1064 90/W T. T. Schemes Progress Reports (5

46 W

General and Revenue Secretariat | W File No. 123 of 1941-2 | [App. F. III—2

Serial No.	
	Issues 699-1700/W & 25th Sept. 42
	to G.M. M.S.Rly
	from Works.
	From The Principal Engg College
	D.O & 28th Sept. 42 forg a report
	Sept. Civil Works.
	241 & 25th Sept. 42 forg a report
	to Sat Dr Irrigation.
	81 518 & 26th Sept. 42
	to G.M. Irr Works.
	1502 & 28th Sept. 42
	to G.M. M.S.Rly.
	6222 & 1st Oct. 42 forg a report.
	13) Subd for perusal.
(28 3/X	Imp arrangements have been taken,
	for necessary advances
	to
	3/W.
10.	From The Secy to Govt of Hombay to Resident
	No E. 742 & 3rd Oct. 42 forg a statement
	showing the progress of the T.T. Schemes in Indian
	States upto 31st July 42 and requesting to
	give suitable publicity to the progress achieved.
	14) Subd for perusal. Information
	(upto date) has also been received from the Hombay

NOTE—Contn. Sheet.

WD 04155—GPB—55,000—23-10-41

1130

T. T. Scheme - Progress Report

1130

File No. of 194

General and Revenu Secretariat

Serial No.

OCT 8 1942
No. 3081

CHIEF SECRETARY
5. OCT. 1942
GOVT. OF

OFFICE
8. OCT. 1942
NO. 9945

9 Training Centres. Pothafor & P.O. may issue a Press Note and also incorporate it in the Information Bulletin.

Submitted for orders.

(RS) 3/X

Secretary

S/o

Law Dept.

S/o

(3) Dewan 8/10

9/10/42

11/10

(6) For favour of issue of press note

13/10

(7) Submitted. Draft Press Note is put up for favour of kind approval or other orders.

14/10/42

May view 15/10 received.

16.10

(8) Press note issued and the file returned to War Secty.

16/10

17.10.

1433/W. T. T. Scheme

General and Revenue Secretariat | File No. 123 of 1941-2 | [App. F. III-2

Serial No. 11

From The Secy to Govt Home Dept
F. 7-42/W & 3rd Nov. 42 forwg copy of
Mewar Govts notification and requesting Govt
to consider the possibility of taking similar
action in the State.

3688

I

OFFICE OF THE
MINISTER FOR LAW
NOV 10 1942
No. 3973

19) Kind reference is invited to Govt Memorandum
showing the progress of the T T Scheme in various
Indian States & Mysore Govts first annual
State to regard the no of trainees trained and
employed by the Army, Navy etc. The response has
been quite satisfactory. As regards it is seen
that there is only one training Centre where provision
is made for training of 102 Technicians out of which
65 are vacant. In British India similar
concessions do not seem to have been shown to
Govt of Mewar. Asked for general and orders

RS 6/11

20) No such reinforcement seems
necessary.

Shiva, SO 6/11/42

6. I. J. 15
GOVT. OF MYSORE

Law Dept
Dewan

21) The above proposal are fairly fully satisfied. Sir Ramaswamy
Mudaliar represented yesterday that withdrawing the
applicants from July 43 would
because they have not got funds to sustain
themselves for the first months or two, until

9/11

NOTE—Cont. Sheet.

WD 04155—GPB—55,000—23-10-41

6) 1431/W T. T. Scheme

3686

File No. of 194 | General and Revenue Secretariat

Serial No. 3973.

their stipends become payable. I told him to take such appointments as Mr E. K. Ramaswami & if they are allotted, Mr E. K. R. might apply for an amount to be kept at his disposal for advance and recoupment from the Stipends.

11/11

27) Mly
17/4/[illegible]

13/4

1608/W T. T. Schemes - Progress Reports.

(7

From

The Secy to the Hon'ble the Resident

No. F. 7-42/W & 23rd Nov. 42 forwarding a Statement showing the progress of the T T Schemes upto 31st Aug. 42.

NOV 25 1942
No. 4598-1

2) Subd for perusal. On the Statement received from the Resy a Press Note was issued, since the Resy wanted suitable publicity to be given to the progress achieved. Perhaps a Press Note may issue now also.

Sir
24/11

Chief Sec

Law Sec

25/11

60 RS 24/XI
SAHY.
24. JU. 1942
MYSORE.

3) Hyderabad, Travancore & Jaipur have greatly increased the number of seats provided for training. It would be desirable to increase similarly the strength in the States by opening Centres in Bly. &c. I learn that in the Government Schools 80 seats can easily be provided there, but the Scheme has not been sanctioned. ~~Mysore~~

I have asked Chief Secy of Mysore to find out why.

Sir
25/11

Secy

25) Nil
28/11/42

Secy to Govt

1782/W 1604/W T. T. Scheme - Progress Reports.

13. From The Secy to the Govt of Mysore to the Govt of India No F. 7-42/W 8 8th Dec. 42 Forwarding statement showing progress made by the TT Scheme upto 30th Sept. 42. 4538

CHIEF SECRETARY 1341 9. DEC. 1942 GOVT OF MYSORE.

RS 9/12 Sec.

Submd for perusal.

Law Dept

OFFICE OF THE MINISTER FOR LABOUR DEC 10 1942 No.

28/12 Minister for Labour & Defence

The Rly workshops can take some more. I have spoken to the Supdt Ways Works & Bridges to ~~see if he can get it up~~

The Govt of India may be addressed.

The Govt of India may be addressed to the Chief Engineer, Mysore Railways, Bangalore, for information.

The Govt of India may be addressed to the Chief Engineer, Mysore Railways, Bangalore, for information.

RS 17/12 Submd with a draft to the G. M. MSRy. Originally the G.I in Council sanctioned training of 60 trainees and sanction was subsequently accorded to the training of 80 trainees at Rly Workshops. It is only on the recommendation of the Senior Regional Inspector that the Govt of India sanctioned the increase with the no of trainees

14. From 2792/W 8 17th Dec. 42 to the G M MSRy

1782
2063 - T. T. Schem. Progress Reports.
2460/W

(9

15 From The Secy to the Hon'ble the Resident
No F. 7-42/W dated 5th Jan. 43 forwarding a Statement
showing the progress made by the TT Schem upto
31st Octr. 42.

JAN 8 1943
No. 6011

32) Forwarded for perusal. Mysore stands first
as regards the no of war technicians supplied
to the Army, Navy etc

Secy
Govt of India

Law Dept
Secy

33)

34)

13/1/43

16. From The Secy to the Hon'ble the Resident
F. 7-42/W dated 10th Feb. 43 forwarding a Statement
showing the progress made by the T T Schem
upto 30th Nov. 42.

OFFICE OF THE MINISTER
FOR EDUCATION
Date 13.2.43
No. 4038

35) It is seen that one more Training Centre and
2 New Trades has been sanctioned during the month.
As on the previous month, Mysore stands first
as regards the no of war technicians supplied
to the Army, Navy etc.

5602
11 FEB 16
GOVT. OF MYSORE

Minister for Education
86) for perusal

37)
14.2.43

2460/W 2661/W 2927/W

Technical Training Scheme – Progress Reports.

10) From 17. – The Secretary to the Hon'ble the Resident F.7742/W d 9th March 43 forwarding a Statement showing the progress made by the T.T. Scheme upto 31st Dec. 42.

D' 43

13. 7089 It is seen that one more Centre with 12 Seats has been sanctioned during the month. The Hon'ble Members first as regards the number of Technicians now supplied to the Army, Navy etc.

CHIEF SECRETARIAT 2660 10 MAR. 19 GOVT. OF MYC

OFFICE OF THE MINISTER FOR EDUCATION Date 12.3.43 No. 4906

(RS 10/3 Sd)

Minister for W/3

For perusal.

Edn Minister) 10/3

13.3.43

Dewan) 13/3

14/3/43

13/3

18 From Secy to Hon'ble the Resident. No 7-7-42/W dt 9-4-43. Forwards statement of progress of T.T. Schemes upto 31-1-43.

Submitted. for perusal. 34 seats have been newly sanctioned. No of seats vacant are as shown as 127.

OFFICE OF THE MINISTER FOR EDUCATION Date 12.4.43 No. 5846

Sd 10/4

Edn. Minister 10/4

DEWAN'S OFFICE 14. APR. 1943 NO. 7974

Dewan 12.4.43

13/4/43

15/4/43

W/4 17/4/43

3093 W. T. T. Scheme — Progress report

Continuation Sheet. File No. Current No. 123 of 41-2. Page. 11

19 Revue Ry. Min. Bn. S. Ry No E 19043 of 29-4-43 states that 7 more Camps may be taken in Ry Control in each Dist.

(44) Secd. for remarks with reference to paras 2 & 3 supra.

It is seen from the progress report for Jan 1943 that out of 97 Coal provinces in the Several Centres in Mr. State 127 Coals are vacant.

(45). It is for audus if the Rly may be addressed in the matter of increasing the sanctioned Strength of the Rly workshops.

To Cy

Yes

Sec. 3/5/43

(c). The G.I.P. may be requested to take necessary action

Dist. Superintendent

1/5/43

Min. Edn. 3/5/43

W 3/5/43

CHIEF CRFT. RLY. 1 MAY 1943 GOVT OF MYSORE

OFFICE OF THE DIRECTOR OF ... Date 3/5/43 No. 394

Continuation Sheet. File No. 3174 W — T. T. Scheme — progress reports
Current No. W — of — Page.

...ww - ...iti à draft to
2 Sec. Ry.
for Secretary
4/5.
Secy (Railways) 4/5
...
Seen and returned with thanks.
Asst Secy } 7/5
War Secy W/C } 7/5
8/5

Secy for Secretary
7/5
Minister (P.W.D.)

19.
May the draft is sent.
20.

20. Issued 4330 forwd 24-5-43
20 - 4. Sec. to Sec Ry
copy to Ry Secy.

21. No. 7-42 fwd 17-5-43 from Ry Commandant, Transmitting progress rpt on T.T. Scheme up to end of July 1943
Submitted for perusal
24/5/43.
24/5/43
Secy
WD 1140—GPB—50,000—5-11-42
Min Edn 25/5/43
WD 25/5/43

U.O. 118
RAILWAY SECTION
Dated 26/5/1943

OFFICE OF THE MINISTER FOR PUBLIC WORKS
7 MAY 1943
No. 6486

CHIEF SECRETARY
25 MAY 1943

Date 26.5.43
No. 261

3338/W 3489/W T.T. Scheme – Progress Reports.

Continuation Sheet. File No. / Current No. 123 of 41-2. Page.

22 From The Secy to the Hon'ble the Resident.
No F.7-42(W dated 24th May '43 forwarding a Statement showing the progress made by the TT Scheme upto 31st March '43.

Subd for perusal

29/5

Mining Secy)

Min Edn) WD 30/5/43

31/5

WD 31/5/43

45 23. From

The Secy to the Hon'ble the Resident.

No. F.7-42/W dated the 17th June '43 forwarding a Statement showing the progress of T.T. Scheme upto the 30th April '43.

Subd for perusal. According to the statement now received, the number of technicians employed by the Agencies is 1193 whereas the number ~~for the end~~ to be employed at the end of March was 1212. This discrepancy is unexplainable

18.6.43.

(1876

Mining Secy)

Min. Edn) WD 23/6/43

m/6

1997 29 MAY 19 GOVT. OF MYSORE

1666 31/5/43

13013 18 CSE.

FOR OF THE MINISTER THE 23.6.43 No. 1557

316/W T.T Schemes - Progress Reports

Continuation Sheet. W File No. / Current No. 123 of 41-2 Page.

24 7-7-42/W dt 24th Aug 43.
Forwarding Resy forwarding progress report of T.T Schemes for ~~June~~ May 1943.
Submd. for perusal.

SO
8/8/43.

h 9/9

Min Edn)

UO
10/8/43
A

h 17/8

UO
18/8 A

CHIEF ... 9 AUG. 1943 ... OF MYSORE.

... Date 17.8.1943 No. 988.

... 18. AUG 1943 ... GOVT ... BRE

W 123-41-1 796/W

The reply to this communication should be addressed to the Secretary to the Resident in Mysore, Bangalore, by designation and not by name.

No. F.46-40(IV)/W.

FROM

THE SECRETARY
TO THE HON'BLE THE RESIDENT IN MYSORE.

To

The Chief Secretary to the Government of
His Highness the Maharaja of Mysore,
Bangalore.

Dated Bangalore, the 29th October *194* 1

CB. MMS 30/10/41

Technical Training Scheme.

SIR,

I am directed to refer to endorsement from this Residency No.F.46-40/W, dated the 17th April 1941 and to forward a copy of the pamphlet entitled "Instructions to Heads of Training Centres", which supersede "Instructions to Principals of Technical Institutions"

Q

Subd for perusal.
RS 31/X

31/10/41

I have the honour to be,
Sir,
Your most obedient servant,

Law Ministr 31/1/42 MMS 31/1/42

for SECRETARY TO THE RESIDENT.

KRL

VN

31/1/42 23/11

W 123-41-2

1093
W

THE OFFICE OF THE HON'BLE THE RESIDENT IN MYSORE,

Dated Bangalore, the 21st January 1942.

DEWAN'S OFFICE

22 JAN 1942

NO 6364

No.F.7-42/W.

A copy of the undermentioned paper is forwarded with compliments to the Chief Secretary to the Government of His Highness the Maharaja of Mysore, Bangalore for information, in continuation of letter from this Residency No.F.46-40(IV)/W, dated the 29th October 1941.

By order, etc.,

for SECRETARY TO THE RESIDENT.

Correction slip No.1, dated the 15th November 1941, to "Instructions to Heads of Training Centres"

TECHNICAL TRAINING SCHEME.

'INSTRUCTIONS TO HEADS OF TRAINING CENTRES."

Correction Slip No. 1, dated the 15th November 1941.

Page 1, paragraph 2 (1)—

In the last line *add* a comma after the figure "12" and *insert* the figure "13 (2)" thereafter.

Page 5, paragraph 9—

In line 9 *for* the words "If any such case occurs" *substitute* the words "If any case of these kinds occurs".

Page 8, paragraph 12—

(1) In line 10 after the word "discharged" *insert* the following:—

"for misconduct and whose undertakings do not provide for the refund of stipends in the event of such discharge, and the stipends of trainees who are discharged for medical unfitness,".

(2) In line 12 after the word and fullstop "due." *insert* the following:—

"The stipends of trainees who are discharged for misconduct and whose undertakings provide for a refund of stipends in the event of such discharge will be recovered in the manner indicated in paragraph 13 (2). In these cases no payment should be made to the trainees at the time of their discharge.".

Page 8, paragraph 13 (2)—

(1) After the sub-heading "Recovery of stipends from trainees who abscond" *add* the words "or are discharged for misconduct".

(2) In line 2 after the word "him" *insert* the following:—

"or if a trainee who is discharged for misconduct and whose undertaking provides for the refund of stipends in case of such discharge, leaves a training centre without repaying the stipends due from him,".

Page 9, paragraph 13 (2)—

(1) In item (7) *for* the words "if any" *substitute* the following:—

"*viz.*

(a) clothing advances,
(b) hostel charges,
(c) value of tools lost or removed."

(2) *Delete* the existing note and *insert* the following:—

"NOTE.—The travelling allowance paid to a trainee on joining a training centre, and dues on account of fines or deductions for absence from duty are not recoverable and should be excluded.".

Page 11, paragraph 18—

After sub-para. (5) *insert* the following as sub-para. (6) and *renumber* the existing sub-para. (6) as sub-para. (7):—

"(6) Trainees who are enrolled in the Army and despatched to another training centre and trainees who are called up for service in any other capacity should be paid their stipends up to the date of leaving the training centre *less* any deductions due from them on account of clothing advances, fines, messing charges, etc. If there is no time to draw bills on the Treasury, there is no objection to such dues being paid out of the permanent advance. If in any particular case the amount of the dues outstanding against a trainee exceeds the amount of stipends payable to him, the excess should be reported to the authority to whose charge he is being transferred with the request that the amount be recovered from the trainee and that the amount so recovered *less* fines be deposited in the local treasury under the head "LII—Receipts connected with the war—Unclassified items". Recoveries on account of fines should be remitted to the Head of the training centre for credit to the fund established under paragraph 11 (5).".

[TRA. 443, dated the 8th November 1941.]

Page 12, paragraph 21 (1)—

In the note at the end of this sub-paragraph *for* the word "August" *substitute* the word "September".

Page 15, paragraph 24 (4)—

(1) In line 4 after the words "Regional Inspector" *insert* the following:—

"If after advertisement they decide to select a candidate who is employed in a factory or workshop, they should ask the selected candidate to apply to the local Tribunal for permission to leave his employment under section 13 (2) of the National Service (Technical Personnel) Ordinance and at the same time write to the Chairman of the Tribunal (endorsing a copy of their letter to the Regional Inspector) and ask him to use his good offices in securing the services of the selected candidate.".

(2) In line 5 *for* the words "by this means" *substitute* the words "by advertisement", *for* the word "they" *substitute* the words "Heads of training centres", and *delete* the word "then".

(3) At the end of the sub-paragraph *add* the following references:—

"TRA. 89, dated the 20th March 1941 and

TRB. 630, dated the 4th November 1941."

Page 20, Appendix II—

For the existing Appendix *substitute* the following:—

Page 11, paragraph 18—

After sub-para. (5) *insert* the following as sub-para. (6) and *renumber* the existing sub-para. (6) as sub-para. (7):—

"(6) Trainees who are enrolled in the Army and despatched to another training centre and trainees who are called up for service in any other capacity should be paid their stipends up to the date of leaving the training centre *less* any deductions due from them on account of clothing advances, fines, messing charges, etc. If there is no time to draw bills on the Treasury, there is no objection to such dues being paid out of the permanent advance. If in any particular case the amount of the dues outstanding against a trainee exceeds the amount of stipends payable to him, the excess should be reported to the authority to whose charge he is being transferred with the request that the amount be recovered from the trainee and that the amount so recovered *less* fines be deposited in the local treasury under the head "LII—Receipts connected with the war—Unclassified items". Recoveries on account of fines should be remitted to the Head of the training centre for credit to the fund established under paragraph 11 (5).

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Page 15, paragraph 24 (4)—

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(2) In line 5 *for* the words "by this means" *substitute* the words "by advertisement", *for* the word "they" *substitute* the words "Heads of training centres", and *delete* the word "then".

(3) At the end of the sub-paragraph *add* the following references:—

"TRA. 89, dated the 20th March 1941 and

TRB. 630, dated the 4th November 1941."

Page 20, Appendix II—

For the existing Appendix *substitute* the following:—

APPENDIX II.

Undertaking.

I.....son of .....having been selected by the Governor General in Council for a course of training as a.....in.....hereby agree to take and complete the prescribed training at the said training centre and undertake on the completion of my training to enrol in the Indian Army Ordnance Corps or other technical branch of the Defence Services, if so directed by the Governor General in Council or any authority acting on his behalf, or, if not so directed, to accept such other employment (if any) in Ordnance factories or in civil industry as may be provided for me by the Governor General in Council or any authority acting on his behalf.

If I fail to carry out the above undertaking or if at any time during the period of my training, I voluntarily quit such training or am discharged for misconduct (including insubordination, breach of rules, habitual absence from duty or wilful neglect of my work) of which the Regional Inspector of Technical Training concerned shall be the sole and final judge, I hereby promise and undertake to refund to the Governor General in Council on demand the stipends paid to me by him.

I understand clearly that in accepting me as a trainee, the Governor General in Council assumes no obligation whatever to find employment for me on the conclusion of my training, and that he or any authority acting on his behalf has full right to discharge me from the training course at any time without assigning any reason if he thinks fit to do so.

I understand also that enrolment in the Indian Army Ordnance Corps or other technical branch of the Defence Services entails the liability to serve overseas, and if so enrolled, I shall be ready to proceed overseas if so ordered.

Dated.....the.....day of.....194 .

....

Signature of witness. Signature of candidate.

When the candidate is a minor, the following addendum should be signed by his father, guardian or a surety:—

The Governor General in Council having at my request and with my consent agreed to accept the above undertaking, I undertake and guarantee that the candidate will duly perform his part of the above undertaking and I and my heirs shall refund to the Governor General in Council the stipends paid to the candidate in the event of the same becoming refundable in terms of the aforesaid undertaking.

Dated.....the.....day of.....194

....

Signature of witness. Signature of father, guardian or surety.

[TRA. 273, dated the 5th November 1941.]

Page 28, Appendix VII—

Against Eastern Circle, after the name of Dr. A. H. Pandya *insert* the following:—

"4. Mr. W. Allsup, Chief Electrical and Factory Inspector, Shillong, Assam."

GIPD—L84DofL—3-12-41—2,000

No 2786-90/W dt 1.5.42.

To W 123-41-3.

The Principal, Eng. College.
The General Manager, Govt. Electric Factory.
-do- M.S.Rly.
-do- Iron Works.
The Dr. of I. & C.

Sir,

Technical Training Scheme, Progress Report.

- - - - -

I am directed to request that the following particulars up-to-date, re: the training of war technicians in ..... may kindly be furnished immediately for the information of Govt.:-

1. The no. of trainees for ~~which sanction was accorded by the Governor-General in Council.~~

2. The no. of candidates now under training.

3. The no. of candidates that have complet their training and how their services are being utilised.

4. Particulars of training given in the institution, ~~may also be furnished.~~

I am ~~also~~ to request that the progress made by the candidates now under training may also be reported.

I have, etc.

VERY URGENT.

GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

No. 2786-90/W. W 123-41-3.

General and Revenue Secretariat,

Dated Bangalore, 1st May 1942

FROM

The Chief Secretary to the Government of His Highness the Maharaja of Mysore.

To

The G. M. Iron Works,
" " M.S. Ry.
" " Elec. Factory.
Dy of I & C.
Principal, Eng. College

SIR,

Technical Training Scheme - Progress Report.

I am directed to request that the following particulars up-to-date, regarding the training of war technicians in the may kindly be furnished immediately for the information of Government:-

1. The number of trainees for training whom there is sanction.
2. The number of candidates now under training.
3. The number of candidates that have completed their training and how their services are being utilised.
4. Particulars of training given in the institution.

I am further to request that the progress made by the candidates now under training may also be reported.

I have the honour to be,
Sir,
Your most obedient servant,

For Chief Secretary to Government.

Urgent. W 123-41-4

UNIVERSITY OF MYSORE.

No. 2411. 1891/W

ENCL. .....

COLLEGE OF ENGINEERING.
BANGALORE,
Dated the 4th April *19* 42.

FROM
E. K. RAMASWAMI, ESQ., B.SC. (ENGNG., LONDON), A.C.G.I., M.I. MECH. E., M.A.S.M.E., M.I.E.,
PRINCIPAL, COLLEGE OF ENGINEERING,
BANGALORE.

CHIEF SECRETARY
5 MAY 194
GOVT. OF

TO

The Chief Secretary to the Government of His Highness the Maharaja of Mysore,
Bangalore.

Sir,

Technical Training Scheme - Progress Report.

With reference to your letter No.2786-90/W dated the 1st May 1942, I have the honour to furnish the following information:-

I. The number of trainees for training whom there is sanction:-

1.	Fitters ---	50.
2.	Carpenters -	30.
3.	Blacksmiths -	40.
4.	Electricians -	40.
5.	Surveyors --	15.
6.	Turners --	25.
7.	Moulders -	10.
8.	Machinists -	3.
9.	Millers --	2.
10.	Internal Cumbustion Engine Drivers.	16.
	Total.	231.

II. The number of candidates now under training:-

1.	Fitters ...	39.
2.	Carpenters .	34.
3.	Blacksmiths..	38.
4.	Electricians.	30.
5.	Surveyors ..	11.
6.	Turners ..	30.
7.	Moulders ..	8.
8.	Machinists .	2.
9.	Millers ..	2.
10.	Internal Cumbustion Engine Drivers.	16.
		210.

In addition to the above candidates that belong to this centre proper, the following were temporarily transferred by the Chairman, National Service Labour Tribunal, Madras, in the middle of April 1942,

from Madras on account of the emergent situation there and they are also receiving their training here now:-

1. Blacksmiths ..	33.
2. Fitters	17.
Total.	50.

III. 1. The number of candidates that have so far completed their training and have been discharged or transferred to a Military training centre is 113.

2. The number of candidates that have been called up for service in the Indian Army Ordnance Corps (I.A.O.C.) before completing their training is 94.

The services of the above trainees are being utilised in the Mechanical branches of the Indian Army and to a small extent in the Royal Indian Navy.

IV. The War Technicians are trained in the trades of Fitters, Electricians, Carpenters, Blacksmiths, Moulders, Turners, Machinists, Millers, Surveyors and Internal Cumbustion Engines Drivers. The period of training in each case is not more than one year, but enrolled Fitters and Electricians are transferred to a Military training centre after three months of training here. The others are taken to the service as soon as they pass the trade test. During the period of training the trainees are given a stipend of Rs.27/- and Rs.22/- according as they are Matriculates or Non-Matriculates.

In addition to the above War Technician trainees, this Institution is also training 15 Supervisory Instructors and 15 Mistry Instructors. The period of their training is not more than six months and after training they will be posted as Instructors in training centres outside by the Chairman, National Service Labour Tribunal, Madras. A stipend of Rs.50/- for Supervisory and Rs.30/- for Mistry Instructors is paid.

The candidates now under training both War Technicians and Instructors are making very satisfactory progress.

I have the honour to be,

Sir,

Your most obedient servant,

Principal.

W 123-41-5

1882/W

GOVERNMENT ELECTRIC FACTORY

PHONE: 2046.
TELEGRAMS: "GEF" BANGALORE
CODE: A.B.C. 6TH EDITION.

ELECTRICAL ENGINEERS, ILLUMINATING ENGINEERS, TOOL MAKERS, MACHINE CONSTRUCTORS, PLASTICS MOULDERS, ELECTRICAL MATERIAL AND TRANSFORMER MANUFACTURERS, HARDWARE MANUFACTURERS.

MYSORE ROAD,
BANGALORE CITY.

May 5, 1942.

Ref G- 13290.

From

The General Manager,
Government Electric Factory,
BANGALORE

To

The Chief Secretary to the Government
of His Highness the Maharaja of Mysore,
BANGALORE.

Sir,

Technical Training Scheme - Progress Report.

Adverting to your letter No. 2786-90/W dated 1st May 1942, I have the honour to furnish the following particulars up-to-date, regarding ~~the~~ the training of War Technicians, as desired:-

1. The Government of India have sanctioned 32 Fitters and 12 Turners for this centre.

2. At present, there are 30 Fitters and 15 Turners undergoing training in this centre, the three extra Turners being regarded as 'Supernumeraries' (Since the Government of India have advised us to consider the extra strength up to 25 per cent as Supernumeraries.)

   Four Electric Welders are also undergoing training in this Factory and the Regional Inspector, Southern Circle, Madras has intimated that sanction for ~~these~~ Welder Trainees to this Centre, will be obtained from Government of India.

3. Four Fitter Trainees are enrolled in the Army after finishing three months training, as instructed by the Assistant Technical Recruiting Officer. -- They have reported themselves for duty at the office of the Asst. Technical Recruiting Officer on 28-4-42.

   One Turner Trainee has finished his special training and is fit for the Trade Test. Instructions are awaited from the Assistant Technical Recruiting Officer regarding his Trade Test.

4. In the common lecture classes for Fitters and Turners, they are taught the use of steel rule and other appliances like chisel, hammer, files, taps, reamers, saws, drills and outside and inside micrometers, screw pitch gauges, feeler gauges, etc.,

P.T.O.

mostly employed by Turners. They are also taught the importance of working drawings employed in Factories, the meaning of plan, elevation and section in a drawing.

The Fitters in their practical class are given models for work which involves the use of chisel, hammer, file, hacksaw, Try Square, dividers, etc., Models are given in different materials so as to enable them to know the working difficulties with different metals in common use in Factories.

Turner Trainees are given models which involve plain turning, taper turning, groove cutting and screw cutting work. Practical demonstrations are held for selecting gear wheels to cut particular kinds of thread with given screw arrangements. Further, the boys are trained to sharpen and grind their own tools.

Syllabus prescribed for the Trade Test by the Labour Department of the Government of India, is followed strictly for the theory classes. For the practical classes, the models are so chosen as to give training to the students in the use of different tools met with in big Fitter's and Machine shops of Factories.

I have the honour to be,

Sir,

Your most obedient servant.

V.H. Rao

General Manager. 5/5

Aa/Mrr/Tps

W 123-41-6

"INDUSCOM"

DEPARTMENT OF INDUSTRIES AND COMMERCE. 1935/W

OFFICE OF THE DIRECTOR,

Bangalore, dated the 7th May 1942.

XXXX No. C6.424/39-40.

From

S.G. Sastry, Esquire, B.A., M.Sc., (London),
Director of Industries and Commerce in Mysore,
BANGALORE.

To

G.M. Mehkri, Esquire, B.A., LL.B.,
Chief Secretary to the Government of Mysore,
BANGALORE.

Sir,

Subject:- Technical Training Scheme - Progress Report.

Reference:- Your letter No.2786-90/W dated 1st May 1942.

With reference to the above, I have the honour to submit hereunder particulars up-to-date regarding the training of War Technicians in the Central Industrial Workshop, Bangalore, under the heads required in your letter:-

1) Number of Trainees sanctioned in G.O. No.D.11-12/I&C. 593-40-4 dated 1st July 1941:-

Machinists	-	6
Turners	-	10
Fitters	-	32
Total	-	48

2) Number of candidates now under training:-

Machinists	-	6
Turners	-	6
Fitters	-	27
Total	-	39

3) So far, 21 Fitters, 3 Turners and 1 Machinist have completed the training required.

As at present prescribed, after 3 months' training, the Fitters Technicians are sent to the Assistant Technical Recruiting Officer, Bangalore, for enrolment in the Indian Army Ordnance Corps or any other jobs which he thinks fit technically for them. Machinists and Turners are, after 9 months' training in the Workshop, sent to the Engineering College for trade test and after they pass the test they will be posted to any of the Ordnance Factories by the National Labour Tribunal, Madras.

Accordingly the 21 Fitters stated above were instructed in February 1942 to report themselves to the Assistant Technical Recruiting Officer, Agaram, Bangalore, for enrolment in the Army

p.t.o.

Army etc.

The 3 Turners and 1 Machinist who have been trade tested have been discharged from training and are asked to wait for orders from the National Labour Tribunal, Madras, for appointment.

4) The Central Industrial Workshop gives training to the War Technicians as Machinists, Turners and Fitters.

The progress made by the candidates now under training, is satisfactory.

I have the honour to be,
Sir,
Your most obedient servant,

L. Munisheeny
DIRECTOR-IN-CHARGE. 8/5/42

AK-2)

W 123-41-7

1936/W

THE MYSORE IRON & STEEL WORKS,

(GOVERNMENT OF MYSORE)

TELEGRAPHIC ADDRESS
'MYSIRON' BHADRAVATI
CODES:
BENTLEY'S
WESTERN UNION FIVE LETTER
A. B. C. 6TH EDITION

BHADRAVATI. (INDIA)

7th May 1942.

Ref. No.....

War

CHIEF SECRETARY
9. MAY 1942
GOVT. OF MYSORE

The Chief Secretary to
Government of His Highness the Maharaja of Mysore
Public Offices, BANGALORE.

DEAR SIR,

L 3 9/5

RE: WAR TECHNICIANS TRAINING SCHEME.

With reference to your letter no: 2786-90 dated the 1st May 1942, we beg to note below the particulars up-to-date, regarding the Training of War Technicians in our Works:

1.	Number of trainees for training for whom there is sanction:	52 + 4 (supernumerary fitters)
2.	Number of candidates now under training:	48 (as on 1-5-42)
3.	Number of candidates that have completed their training and how their services are being utilised:	(a) 27 trainees have been sent to Civmil centres after training. (b) Of the present 48/those who have completed training are receiving advanced training and are awaiting enrolment by the Assistant Technical Recruiting Officer, Bangalore.
4.	Particulars of training given in the institution:	Training is given in the following trades: Miller, Machinist, Turner, Welder, Fitter, Tinsmith and Boiler-Attendant.

Progress made by the candidates: Since the commencement of the training classes in July 1941, 27 trainees viz: 21 fitters, 4 welders, 1 tinsmith and 1 boiler attendant have been trained and sent to Civmil centres. Millers, Turners, Machinists and a few Fitters of the present number are fit for trade tests and are awaiting to be enrolled by the Technical Recruiting Officer, Bangalore. These trainees will be sent to Civmil centres after enrolment by the Technical Recruiting Officer, Bangalore.

Yours faithfully,
For THE MYSORE IRON AND STEEL WORKS:

Viswanath

GENERAL MANAGER.

JGR 8/8

URGENT.

2865/W.

9th May 1942.

The General Manager,
Mysore State Railway.

Technical Training Scheme - Progress Report.

- - - -

I am directed to invite reference to this office letter No.2786-90/W dated the 1st May 1942 on the above subject, and to request you to be so good as to furnish the particulars asked for therein immediately.

I have the nonour to be,
Sir,
Your most obedient servant,

For Chief Secretary to Government.

MSRM—G 84—1000—13-8-41

MYSORE STATE RAILWAY

2027/W

TEL. ADDRESS:— STATERAIL-
TELEPHONE No { Personal 223. Office 395.

ALL COMMUNICATIONS SHOULD BE ADDRESSED TO THE GENERAL MANAGER, MYSORE STATE RAILWAY, MYSORE, BY TITLE, NOT BY NAME

W 123-41-8.

GENERAL MANAGER'S OFFICE,

Mysore, 13/5/42 194

No. 19923 /Fl.

Encls.

From

R. N. MIRZA, Esqr., B.E., A.M. Inst. C.E., A.R.T.C., M.I.M.E.,
GENERAL MANAGER, MYSORE STATE RAILWAY,
MYSORE.

To

Chief
THE/SECRETARY TO THE GOVERNMENT OF
HIS HIGHNESS THE MAHARAJA OF MYSORE,
RAILWAY DEPARTMENT, BANGALORE.

CHIEF SECRETARY
15 MAY 1942
GOVT. OF MYSORE

Sir

Subject:- Technical Training Scheme-Progress Report.

With reference to your letter No.2786-90/W dated 1-5-1942 on the above subject, I have the honour to furnish below the particulars required.-

1. There is sanction to admit 80 war Technicians in our Central Workshops.

2. The number of candidates now undergoing training are 41 of which 34 are actually working and 7 are on leave etc.

3. Number of candidates, who have completed the training and sent out of shops are as follows:-

(a) War Technicians sent to Bangalore City for Civmil plan on 31-1-42-- No. 4

(b) -do- after enrolment by the Assistant Technical Recruiting Officer on 18-2-42 13

(c) -- do -- 27-2-42 1

(d) -- do -- 20-4-42 31

Total. 49.

4. Number of candidates who have passed the Trade Tests are 13 of which 5 are mechanists II Grade, 4 are mechanists III - Grade, 2 welders, one grinder and one tin and copper smith equal to 13, the remaining 28 are still undergoing training including the 7 who are on leave etc.

P. T. O.

The candidates who are under training are given preliminary exercises and lectures, as per syllabus prescribed by the Government of India and they have not put in sufficient time yet to go ~~thru~~ through the Trade Tests.

I have the honor to be,

Sir,

Your most obedient servant,

13/5

R. M

ksr/

General Manager.

O V E R N M E N T O F I N D I A

DEPARTMENT OF LABOUR W 123-41-9. 2585/W

Office of the
Senior Regional Inspector,
(Southern Circle)
No. 4, Seshadri Road,
Bangalore City, Dated 19th June, 1942.

From

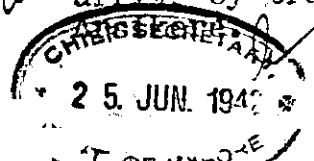
Prof. A. Viswanath, M.Sc., D.I.C., (Lond.) M.I.E.,
Senior Regional Inspector, (Southern Circle)
No. 4, Seshadri Road, Bangalore City.

To

The Superintendent,
War Technician Training Centre,
Mysore Railways, Mysore.

Sir,

The Senior Regional Inspector will inspect War Technicians at Mysore Railways Workshops on Tuesday and Wednesday. He will arrive by train on Tuesday the 23rd instant at 10. 10 a.m., via



SENIOR REGIONAL INSPECTOR

Copy to The Chief Secretary to the Govt. of Mysore.
The General Manager, Mysore State Railways, Mysore.

Serial No.

There is sanction to admit 80 trainees in the Ry Workshops. Kind reference is invited to a Govt letter ~~report~~ last month. Since a copy of the present letter has gone to A.G.M. Mahesh no action is necessary. Submitted for perusal.

RS 26/6 Sec

26/6

WD 04155—GPB—55,000—23-10-41

W 12.3 - 41 - 10

No.F.7-42/ (Secret) 1130/W

From

The Secretary to the Hon'ble
the Resident in Mysore.

To

The Chief Secretary to the
Government of Mysore,
Bangalore.

Dated Bangalore, the 3rd Octr.1942.

CHIEF SECRETARY 3. OCT. 1942 GOVT. OF MYSORE.

Progress of Technical Training Scheme.

I am directed to forward for information a statement showing the progress of the Technical Training Scheme in Indian States up to the 31st July 1942, and to request that, if there is no objection, arrangements may kindly be made to give suitable publicity to the progress achieved up to date.

2. I am also to request that the Government of Mysore will be so good as to assist the training centres in every way in filling the seats still vacant and maintaining a steady influx of candidates. I have the honour to be

Sir,

Your most obedient servant

SECRETARY TO THE RESIDENT

STATEMENT SHOWING THE PROGRESS OF TECHNICAL TRAINING SCHEME IN VARIOUS INDIAN STATES UPTO THE 1st JULY, 1942.

S.No.	STATES.	No. of training centres.	No. of seats provided.	No. of new seats sanctioned during July 1942.	No. of war technicians under training.	No. of seats still vacant.	No. of war technicians supplied to the Army, Navy and Ordnance and Civil Factories.
1.	Baroda	3	210	-	138	72	46
2.	Bhavnagar	1	118	--	77	41	45
3.	Bikaner	2	383	20	131	252	34
4.	Cochin	8	376	--	430	-	151
5.	Dewas (Junior)	1	20	-	-	20	-
6.	Gwalior	4	141	-	85	56	55
7.	Hyderabad	2	678	-	462	216	200
8.	Indore	4	316	142	302	14	25
9.	Jaipur	5	1046	-	204	842	-
10.	Khairpur	1	34	-	63	1	-
11.	Jodhpur	2	279	40	89	190	48
12.	Kolhapur	2	39	-	43	-	-
13.	Mandi	1	72	30	30	12	-
14.	Mysore	9	705	25	678	27	313
15.	Pudukottai	2	108	-	16	92	-
16.	Sandur	1	240	-	-	240	-
17.	Travancore	4	440	-	480	-	259
18.	Udaipur	1	102	-	37	65	-
	TOTAL:	50	5337	257	3295	2140	1176

****

Office of the Publicity Officer
to the Government of Mysore,
Camp: Mysore, Dated, 16th October 1942.

PRESS NOTE.

Technical Training Scheme.

Technicians for war work are being trained in nine centres in Mysore State.

Six hundred and seventy eight war technicians are now under training in these centres and 313 have so far been supplied to the Army, Navy and Ordnance and Civil Factories.

It is hoped that an increasing number of people from the State will come forward and avail themselves of the opportunity for free technical training.

M. S. SWAMINATHAN,
Publicity Officer
to Government.

W 123-41-11

No.F.7-42/W. (Secret) 1433 W

From

The Secretary to the Hon'ble
the Resident in Mysore.

To

The Chief Secretary to the
Government of Mysore,
Bangalore.

Bangalore, the 3rd November 1942.

Technical Training Scheme

Sir,

I am directed to forward a copy of the Bewar Government's Notification No.6643, dated the 23rd September 1942 and to request that, if there is no objection, the Government of Mysore will be so good as to consider the possibility of taking similar action in the State.

I have the honour to be,
Sir,
Your most obedient servant,

for SECRETARY TO THE RESIDENT.

CHIEF SECRETARY
4. NOV. 1942
GOVT. OF MYSORE.

No. 6643.

GOVERNMENT OF MEWAR.

Notification.

Dated, Udaipur, the 23rd Sentr.1942

With a view to encourage Mewaries to join the Government of India /s Technical Training Scheme, the course of which are being now held in Udaipur, it is hereby notified for the information of intending candidates that preference for employment in the State workshops after the war will be given to those Mewaries who join the scheme and render, service during the present emergency.

Sd. T. Vijyaraghavacharya

PRIME MINISTER.

W 123-41-12

No.F.7-42/W. Confd 1608/W

The Secretary to the Hon'ble
the Resident in Mysore.

To

The Chief Secretary to the
Government of Mysore,
Bangalore.

Dated Bangalore, the 23rd Nov. 1942

Progress of Technical Training
Scheme.

Sir,

In continuation of my letter No.F.7-42/W, dated the 3rd October 1942, I am directed to forward for information a statement showing the progress of the Technical Training Scheme in Indian States up to the 31st August 1942.

I have the honour to be,
Sir,
Your most obedient servant,

23. NOV. 194 ... OF MYSORE

for SECRETARY TO THE RESIDENT.

VN

Statement showing the progress of Technical Training Scheme in Indian States up to the 31st August 1942.

S.No.	States.	No. of training centres.	No. of seats provided.	No. of new seats sanctioned during August 1942.	No. of war technicians under training.	No. of seats still vacant.	No. of war technicians supplied to the Army, Navy, and Ordinance and Civil factories.
1.	Baroda.	3	204	-	131	73	99
2.	Bhavnagar.	1	118	-	77	41	46
3.	Bikaner.	2	383	-	135	248	34
4.	Cochin.	8	401	25	407	-	258
5.	Dewas (Junior)	1	20	-	9	11	-
6.	Gwalior.	1	141	-	110	31	71
7.	*Hyderabad.	2	1117	439	874	243	574
8.	Indore.	4	316	-	332	-	45
9.	Jaipur.	5	1194	148	269	925	15
10.	Jodhpur.	2	279	-	73	206	82
11.	Kolhapur.	2	125	86	23	102	45
12.	Khairpur Mirs.	1	64	-	64	-	-
13.	Mandi.	1	96	24	52	44	-
14.	Mysore.	9	773	68	726	47	527
15.	Puddukottai.	2	108	-	61	47	-
16.	Sandur.	1	240	-	6	234	-
17.	Sangli.	1	20	-	-	20	-
18.	Travancore.	5	664	224	649	15	325
19.	Udaipur.	1	102	-	85	17	-
	Total.	52	6,365	1014	4083	2304	2121

* The figures against Hyderabad do not include men being trained under the Mechanics Training Scheme of the Director of Civil Aviation.

VN

W123-41-13

No.F.7-42/W.

1782
W

Fro

The Secretary to the Hon'ble the Resident in Mysore.

To

The Chief Secretary to the War Government of Mysore, Bangalore.

Dated Bangalore, the 8 Dec. 1942.

Progress of Technical Training Scheme.

Sir,

In continuation of my letter No.F.7-42/W, dated the 23rd November 1942, I am directed to forward for information a statement showing the progress made by the Technical Training Scheme up to the 30th September 1942.

I have the honour to be,
Sir,
Your most obedient servant,

for SECRETARY TO THE RESIDENT.

Statement showing the progress of Technical Training Scheme in various States up to the 30th September 1942.

----:0:----

No.	States.	No.of Trg. centres.	No. of seats provided.	No.of new seats sanctioned during Septr. 1942.	No. of war technicians under Trg.	No. of seats still vacant.	No. of war technicians supplied to the Army, Navy & Ordnance & Civil factories.
1.	Baroda.	3	204	-	111	93	125
2.	Bhavnagar.	1	118	-	77	41	46
3.	Bikaner.	2	383	-	146	237	40
4.	Cochin.	8	401	-	437	-	303
5.	Devas (Junior)	1	20	-	7	13	-
6.	Gwalior.	1	190	49	110	80	71
7.	*Hyderabad.	2	1097	20	848	249	585
8.	Indore.	4	316	-	296	20	80
9.	Jaipur.	5	1202	8	343	859	45
10.	Jodhpur.	2	279	-	109	170	85
11.	Kolhapur.	2	125	-	47	78	45
12.	Khairpur.	1	64	-	70	-	-
13.	Mandi.	1	96	-	45	53	-
			773	68	726	47	527.
14.	Mysore.	9	869	66	773	66	577
15.	Pudukkottai.	2	108	-	72	36	-
16.	Sandur.	1	240	-	39	201	-
17.	Sangli.	1	20	-	-	20	-
18.	Travancore.	5	664	-	647	17	374
19.	Udaipur.	1	118	16	87	31	-
	Total.	52	6484	119	4262	2264	2376

* The figures against Hyderabad do not include men being trained under the Mechanics Training Scheme of the Director of Civil Aviation.

----:0:----

ppendix F. G.—1]

SUBJECT.....

.....

.....

Section War

File No. 123-41

Serial No. 14.

Diary No. of letter replied to.....

No. 2792/W d 17.12.42

General and Revenue Secretariat

( )

the *194*

To The G. M. MSRy.
T. T. Scheme

Date of issue. 17.12.42

Sir,

I am directed to request you kindly to intimate whether it would be possible to take some more trainees at the Mysore Ry Workshops under the T. T. Scheme with Govt's sanction.

Signed by..... S. E. V.

I have
the honour
to be
Sir
Your most obedient
servant
for Chief Engineer

List of enclosures.....

Codied by.....

Examined by.....

WD C4161—GPB—60,000—24-10-41

2792/W

GENERAL AND REVENUE SECRETARIAT,

Bangalore, 17th December 1942

From

The Chief Secretary to the Government
of His Highness the Maharaja of Mysore.

To

The General Manager,
Mysore State Railway,
Mysore.

Sir,

TECHNICAL TRAINING SCHEME.

I am directed to request you kindly to intimate whether it would be possible to take some more trainees at the Mysore Railway Workshops under the Technical Training Scheme of the Government of India.

I have the honour to be,
Sir,
Your most obedient servant,

Chief Secretary to Government

Aga/2.

W 123-41-15

C.F.7-42/J. mel(6)

From-

The Secretary to the Hon'ble
the Resident in Mysore.

To

The Chief Secretary to the Government of Mysore, Bangalore. 2063/W

Dated Bangalore, the 5th Jan. 1943.

Progress of Technical Training Scheme.

Sir,

In continuation of my letter No.F.7-42/J, dated the 8th December 1942, I am directed to forward for information a statement showing the progress made by the Technical Training Scheme up to the 31st October 1942.

I have the honour to be,
Sir,
Your most obedient servant,

War

for SECRETARY TO THE RESIDENT

C.S.Rao

5/1

STATEMENT SHOWING THE PROGRESS OF TECHNICAL TRAINING SCHEME IN VARIOUS STATES UPTO THE 31ST OCTOBER 1942.

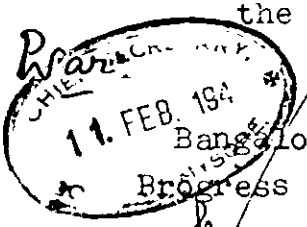
S.No.	States.	No.of training centres.	No.of seats provided.	No.of new seats sanctioned during Oct.'42.	No.of war technicians under training.	No. of seats still vacant.	No. of war technicians supplied to the Army, Navy and Ordnance and Civil factories.
1.	Baroda.	3	216	12	118	98	127
2.	Bhavnagar.	1	130	12	75	55	51
3.	Bikaner.	2	383	-	152	231	44
4.	Cochin.	8	401	-	442	-	328
5.	Dewas (Junior)	1	20	-	2	18	-
6.	Gwalior.	1	190	-	104	86	83
7.	Hyderabad.	2	1,103	6	808	295	664
8.	Indore.	4	316	-	341	-	144
9.	Jaipur.	5	1,202	-	403	799	45
10.	Jodhpur.	2	279	-	160	199	105
11.	Kolhapur.	2	125	-	59	66	45
12.	Kurwai	1	56	-	-	56	-
13.	Khairpur.	1	64	-	72	-	-
14.	Mandi.	1	96	-	29	67	-
15.	Mysore.	9	839	-	752	87	676
16.	Pudukkottai	2	108	-	97	11	-
17.	Sandur.	1	240	-	100	140	-
18.	Sangli.	1	20	-	-	20	-
19.	Travancore.	5	664	-	651	13	443
20.	Udaipur.	1	118	-	87	31	-
21.	Junagadh.	1	10	-	-	10	-
	Total.	54	6,580	30	4,452	2,202	2,755

W 123-41-16 Incl (1)

No.F.7-42/W.

From - The Secretary to the Hon'ble the Resident in Mysore.

To - The Chief Secretary to the Government of His Highness the Maharaja of Mysore, Bangalore.



2410 W

Bangalore, the 10th February 1943

Progress of Technical Training Scheme.

Sir,

In continuation of my letter No.F.7-42/W, dated the 5th January 1943, I am directed to forward for information a statement showing the progress made by the Technical Training Scheme up to the 30th November 1942.

I have the honour to be,
Sir,
Your most obedient servant,

for SECRETARY TO THE RESIDENT.

Statement showing the progress of Technical Training Scheme in various States up to the 30th November 1942.

S.No.	States.	No. of training centres.	No.of seats provided.	No.of new seats sanctioned during Nov.'42.	No.of war technicians under training.	No.of seats still vacant.	No.of war technicians supplied to the Army, Navy & Ordnance & Civil factories.
1.	Baroda.	3	216	-	124	92	127
2.	Bhavnagar.	1	130	-	75	55	51
3.	Bikaner.	2	383	-	165	218	52
4.	Cochin.	8	401	-	435	-	379
5.	Dewas(Junior)	1	20	-	2	18	-
6.	Gwalior.	1	190	-	120	70	84
7.	Hyderabad.	2	1103	-	807	296	697
8.	Indore.	4	316	-	305	11	145
9.	Jaipur.	5	1202	-	390	812	122
10.	Jodhpur.	2	279	-	236	43	114
11.	Junagadh.	1	10	-	-	10	-
12.	Kolhapur	2	125	-	95	30	45
13.	Khairpur.	1	128	64	60	68	-
14.	Mandi.	1	96	-	33	63	15
15.	Mysore.	10	851	12	715	136	714
		9	83	-	752	87	676
16.	Pudukkottai.	2	108	-	118	-	-
17.	Sandur.	1	256	16	115	141	-
18.	Sangli.	1	20	-	-	20	-
19.	Travancore.	5	664	-	672	-	511
20.	Udaipur.	1	118	-	112	6	-
	Total.	54	6616	92	4579	2089	3056

* The figures against Hyderabad do not include men being trained under the Mechanics training Scheme of the Director of Civil Aviation.

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VN

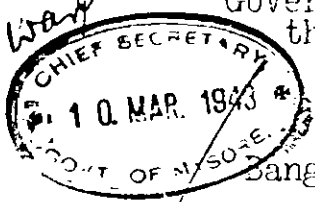
W123-41-17
No.F.7-42/W.(Encl) 2643
W

rom

The Secretary to the Hon'ble
the Resident in Mysore.

To

The Chief Secretary to the
Government of His Highness
the Maharaja of Mysore,
Bangalore.



Bangalore 9th March 1943.

Progress of Technical
Training Scheme.

Sir,

In continuation of my letter No.F.7-42/W, dated the 10th February 1943, I am directed to forward for information a statement showing the progress made by the Technical Training Scheme up to the 31st December 1942.

I have the honour to be,
Sir,
Your most obedient servant,

for SECRETARY TO THE RESIDENT.

STATEMENT SHOWING THE PROGRESS OF TECHNICAL TRAINING SCHEME IN VARIOUS STATES UP TO THE 31st DECEMBER, 1942.

Sl. No.	States.	No. of training centres.	No. of seats provided.	No. of new seats sanctioned during Dec. 1942.	No. of war technicians under training.	No. of seats still vacant.	No. of war technicians supplied to the Army, Navy, Ordnance & Civil factories.
1	2	3	4	5	6	7	8
1.	Baroda.	3	216	-	191	25	128
2.	Bhavnagar.	1	130	-	35	95	77
3.	Bikaner.	2	383	-	154	229	54
4.	Cochin.	8	401	-	439	-	446
5.	Dewas (Junior)	1	20	-	6	14	8
6.	Gwalior.	1	190	-	153	37	94
7.	Hyderabad.	2	1103	-	741	362	770
8.	Indore.	4	316	-	328	-	147
9.	Jaipur.	5	956	-	407	549	139
10.	Jodhpur.	2	279	-	217	62	115
11.	Junagadh.	1	10	-	-	10	-
12.	Kolhapur.	2	125	-	91	34	45
13.	Khairpur	1	128	-	89	39	-
14.	Mandi.	1	96	-	44	52	27
15.	Mysore	11	863	12	781	82	923
16.	Puddukottai.	10 2	851 108	12 -	715 120	136 -	714 18
17.	Sandur.	1	256	-	161	95	-
18.	Sangli.	1	20	-	-	20	-
19.	Travancore.	5	664	-	720	-	634
20.	Udaipur.	1	139	21	115	24	-
	Total:-	55	6403	33	4792	1729	3625

* The figures against Hyderabad do not include men being trained under the Mechanics training Scheme of the Director of Civil Aviation.

MAP.

2927
W

No.F.7-42/W.(1Encl) · Pol 2060

W 123-41-18

From

The Secretary to the Hon'ble
the Resident in Mysore.

To

The Chief Secretary to the
Government of His Highness
the Maharaja of Mysore,
Bangalore.

Bangalore, 9th April 1943.

Progress of Technical Training Scheme.

--

Sir,

In continuation of my letter No.F.7-42/W, dated the 9th March 1943, I am directed to forward for information a statement showing the progress made by the Technical Training Scheme up to the 31st January 1943.

I have the honour to be,
Sir,
Your most obedient servant,

CHIEF SECRETARY 9 APR. 1943 GOVT. OF MYSORE

for SECRETARY TO THE RESIDENT.

STATEMENT SHOWING THE PROGRESS OF TECHNICAL TRAINING SCHEME IN VARIOUS INDIAN STATES UPTO 31st JANUARY, 1943.

S.No.	States.	No.of training centres.	No.of seats provided.	No.of new seats sanctioned during Jan.43.	No.of war technicians under training.	No.of seats still vacant.	No.of war technicians supplied to the Army, Navy, & Ordnance & Civil Factories.
1.	Baroda	3	216	-	169	47	174
2.	Bhavnagar.	1	130	-	35	95	77
3.	Bikaner.	2	383	-	183	200	67
4.	Cochin.	8	417	16	416	1	571
5.	Dewas(Junior).	1	20	-	4	16	-
6.	Gwalior.	1	190	-	122	68	149
7.	*Hyderabad.	2	1093	-	757	336	781
8.	Indore.	4	316	-	297	19	277
9.	Jaipur.	5	1077	121	459	618	147
10.	Jodhpur.	2	279	-	236	43	119
11.	Junagadh.	1	10	-	-	10	-
12.	Kolhapur.	2	140	15	102	38	83
13.	Khairpur Mirs.	1	128	-	86	42	-
14.	Mandi.	1	96	-	60	36	27
15.	Kysore.	11	897	34	770	127	979
16.	Puddukkottai.	2	108	-	133	-	29
17.	Sandur.	1	256	-	164	92	-
18.	Sangli.	1	20	-	19	1	1
19.	Travancore.	5	712	48	710	2	719
20.	Udaipur.	1	139	-	97	42	-
	Total:-	55	6627	234	4819	1833	4200

* The figures against Hyderabad do not include men being trained under the Mechanics training Scheme of the Director of Civil Aviation.

-----:00oo00:------

MSRM—G 67—5000—23-11-42

COMMUNICATIONS SHOULD BE ADDRESSED TO THE GENERAL MANAGER, MYSORE STATE RAILWAY, MYSORE. BY TITLE, NOT BY NAME.

MYSORE STATE RAILWAY

TEL. ADDRESS:— STATERAIL
TELEPHONE NO.: PERSONAL 223. OFFICE 395.

W 123-41-19

GENERAL MANAGER'S OFFICE,

Mysore, 29 April 194 :

No. E/9043 /Fl.

Encls. 3093 W

To

The Chief Secretary to the Government
of His Highness the Maharaja of Mysore,
Bangalore.

War

Sir,

Technical Training Scheme.

CHIEF SECRETARY 30 APR 1942

With reference to your letter No.2792/W dated 12-12-1942 enquiring whether it is possible to take some more trainees at Mysore State Railway Central Workshops etc. I have the honour to state that it is possible to take 79 more trainees for training in our Central Workshops as per details noted below, thus bringing the total strength to 200.

Fitters.	15	(extra)
Electricians.	10	(fresh)
Blackmiths.	10	"
Springsmiths.	6	"
Moulders.	8	"
Patternmakers.	5	"
Painters..	10	"
Carpenters.	15	"
	79	
Existing.	121	
Total.	200	

I have the honour to be
Sir
Your most obedient servant

General Manager.

A.S.

Appendix F. G.—1]

SUBJECT..... T. T Scheme .....

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Section.

File No.

Serial No.

Diary No. of letter replied to.....

No. 4330/W

To

The E. In.
In. S. Rly
Jamalpur

General and Revenue Secretariat

( )

the *194*

Date of issue... 24-5-43.

Signed by.....

Sir,

With reference to the correspondence ending with your letter No E 1 7043 B, 29-4-43 on the above subject, I am directed to request you to take necessary action in the matter in consultation with the Regional Inspector.

I have etc

If necessary the number of trainees to be trained in the Railway workshop be also

List of enclosures.....

Copied by.....

Examined by.....

WD 04161—GPB—60,000—24-10-41

Yours obedt servt

W 123-41-21

No.F.7-42/1 End 31 1/4

1

From

The Secretary to the Hon'ble the Resident in Mysore.

To

The Chief Secretary to the Government of His Highness the Maharaja of Mysore.

Bangalore, the 7th May 1943.

Progress of Technical Training Scheme.

Sir,

In continuation of my letter No.F.7-42/V, dated the 30th April 1943, I am directed to forward for information a statement showing the progress made by the Technical Training Scheme upto the 28th February 1943.

I have the honour to be,
Sir,
Your most obedient servant,

for SECRETARY TO THE RESIDENT.

CHIEF SECRETARIAT
GOVT. OF MYSORE

Statement showing the progress of Technical Training Schemein various Indian States upto 28th February,1943.

S.No.	States.	No.of training centres.	No.of seats provided.	No.of new seats sanctioned during Feb.'43.	No.of war technicians under training.	No.of seats still vacant.	No.of war technicians supplied to the Army, Navy & Ordnance & Civil Factories.
1.	Baroda.	3	216	--	174	42	174
2.	Bhavnagar.	1	130	--	35	95	77
3.	Bikaner.	2	383	--	193	190	84
4.	Cochin.	8	521	104	473	48	579
5.	Dewas(Junior)	1	20	--	10	10	-
6.	Gwalior.	1	190	--	174	16	149
7.	*Hyderabad.	2	1014	--	762	252	793
8.	Indore.	4	316	--	321	-	329
9.	Jaipur.	5	1077	--	488	589	147
10.	Jodhpur.	2	279	--	208	71	129
11.	Junagadh.	1	10	--	-	10	-
12.	Kolhapur.	2	140	--	127	13	92
13.	Khairpur Mirs	1	128	--	100	28	-
14.	Mandi.	1	96	--	50	46	43
15.	Mysore.	11	897	--	764	133	1145
16.	Pudukkottai	2	108	--	133	-	29
17.	Sandur.	1	240	--	133	107	-
18.	Sangli.	1	20	--	20	-	2
19.	Travancore.	5	712	--	685	27	777
20.	Udaipur.	1	139	--	99	40	-
	Total:-	55	6636	104	4949	1717	4549

*The figures against Hyderabad do not include men being trained under the Mechanics Training Scheme of the Director of Civil Aviation.

Note:- The figures in the last three columns are based on reports received from Training Centres till the 22nd March 1943.

"C o p y"

W 123-41-22 3338/W
No.F.7-42/W. Ex

From

The Secretary to the Hon'ble the Resident in Mysore.

To

The Chief Secretary to the Government of His Highness the Maharaja of Mysore.

Bangalore, the 24th May 1943.

Progress of Technical Training Scheme.

Sir,

In continuation of my letter No.F.7-42/W, dated the 7th May 1943, I am directed to forward for information a statement showing the progress made by the Technical Training Scheme up to the 31st March 1943.

I have the honour to be,
Sir,
Your most obedient servant,

CHIEF SECRETARY 29 MAY 1943 GOVT. OF MYSORE

for SECRETARY TO THE RESIDENT.

Statement showing the progress of Technical Training Scheme in various Indian States up to the 31st March 1943.

S.No.	States.	No.of training centres.	No.of seats provided.	No.of new seats sanctioned during March 1943.	No.of war technicians under training.	No.of seats still vacant.	No.of war technicians supplied to the Army, Navy & Ordnance and Civil Factories.
1.	Baroda.	3	216	-	197	19	187
2.	Bhavnagar.	1	130	-	34	96	78
3.	Bikaner.	2	383	-	208	175	81
4.	Cochin.	9	585	64	542	43	615
5.	Dewas (Junior)	1	20	-	24	-	
6.	Gwalior.	1	190	-	173	17	123
7.	Hyderabad.*	2	849	-	735	114	857
8.	Indore.	4	316	-	322	-	366
9.	Jaipur.	5	835	-	435	400	184
10.	Jodhpur.	2	281	2	231	50	129
11.	Junagadh.	1	10	-	-	10	-
12.	Kolhapur.	2	178	38	139	39	133
13.	Khairpur Mirs.	1	128	-	102	26	-
14.	Mandi.	1	96	-	63	33	64
15.	Mysore.	11	897 897	-	831 764	66 133	1212 1145
16.	Pudukkottai	2	108	-	132	-	42
17.	Sandur.	1	240	-	95	145	-
18.	Sangli.	1	20	-	20	-	2
19.	Travancore.	5	712	-	734	-	783
20.	Udaipur.	1	139	-	96	43	3
	Total.	56	6333	104	5113	1276	4859

* The figures against Hyderabad do not include men being trained under the Mechanics Training Scheme of the Director of Civil Aviation.

Note: - The figures in the last three columns are based on reports received from Training Centres till the 20th April 1943.

W 123-41-23 3489/W.

No.F.7-42/w. Encl 1

From

The Secretary to the Hon'ble
the Resident in Mysore.

To

The Chief Secretary to the
Government of His Highness
the Maharaja of Mysore.

Bangalore, the 17th June 1943.

Progress of Technical
Training Scheme.

Sir,

In continuation of letter from this Residency No.F.7-42/w., dated the 27th May 1943, I am directed to forward for information a statement showing the progress made by the Technical Training Scheme up to the 30th April 1943.

I have the honour to be,
Sir,
Your most obedient servant,

for SECRETARY TO THE RESIDENT.

Statement showing the Progress of Technical Training Scheme in various States up to the 30th April, 1943.

S.No.	States.	No.of training centres.	No.of seats provided.	No.of new seats sanctioned during April,43.	No.of war technicians under training.	No.of seats still vacant.	No.of technicians supplied to the Army, Navy and Ordnance & Civil Factories.
	2	3	4	5	6	7	8
1.	Baroda.	3	339	*123	153	186	187
2.	Bhavnagar.	1	130	-	34	96	92
3.	Bikaner.	2	383	-	217	166	78
4.	Cochin.	9	585	-	555	30	652
5.	Dewas (Junior)	1	20	-	23	-	-
6.	Gwalior.	1	190	-	177	13	131
7.	Hyderabad.	2	849	-	712	137	935
8.	Indore.	4	316	-	244	72	407
9.	Jaipur.	5	835	-	476	359	142
10.	Jamnagar.	1	22	22	-	22	-
11.	Jodhpur.	2	281	-	255	26	11
12.	Junagadh.	1	10	-	-	10	
13.	Kolhapur.	2	178	-	141	37	
14.	Khairpur Mirs.	1	128	-	92	36	
15.	Mandi.	1	96	-	72	24	
16.	Mysore.	11	897	-	815	82	
17.	Pudukottai.	2	108	-	132	-	
18.	Rewa.	1	28	28	-	28	
19.	Sandur.	1	240	-	119	121	
20.	Sangli.	1	20	-	20	-	
21.	Travancore.	5	712	-	767	-	

1.	2.	3.	4.	5.	6.	7.	8.
22.	Udaipur.	1	139		78	61	14
		58 -	6506	173	5082	1506	5008

NOTE:- The figures in the last three columns are based on reports received from training centres till the 26th May, 1943.

*Endt. to Political Deptt. and Resident for Baroda and Gujrat States No.TRB-III-190, dated 15-2-43.

/copy/

W 123-41-24

316

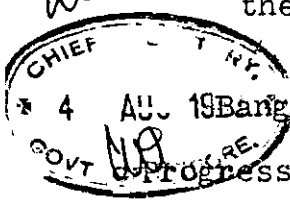
No.F.7-42/W.Ex.

The Secretary to the Hon'ble
the Resident in Mysore.

To

The Chief Secretary to the
Government of His Highness
the Maharaja of Mysore,
Bangalore.

War



Bangalore, the 4th July 1943.

Progress of Technical Training Scheme.

Sir,

In continuation of letter from this Residency No.F.7-42/W, dated the 17th June 1943, I am directed to forward for information a statement showing the progress made by the Technical Training Scheme up to the 31st May 1943.

I have the honour to be,
Sir,
Your most obedient servant,

for SECRETARY TO THE RESIDENT.

Statement showing the progress of Technical Training Scheme in various Indian States upto 31-5-43.

Sl.No.		No. of Training Centres	No. of seats provided	No. of new seats sanctioned during May'43	No. of War Technicians under trg.	No of seats vacant	No. of War Tec supplie to Arm
*****		*****	*******	*********	******	****	****
16.	Mysore, Bangalore	11 81	897 897	-----	767 815	130 82	1261. 1193
19	Sandur	1	240	------	115	125	7

GOVERNMENT OF INDIA

DEPARTMENT OF LABOUR

TECHNICAL TRAINING SCHEME

INSTRUCTIONS TO HEADS OF TRAINING CENTRES

(Superseding "Instructions to Principals of Technical Institutions").

PRINTED BY THE MANAGER, GOVERNMENT OF INDIA PRESS, SIMLA.
1941.

FORENOTE.

Owing to the rapid expansion of the Technical Training Scheme and the application of the Scheme to workshops and factories as well as technical institutions, the instructions issued from time to time for the guidance of technical institutions are out of date and the pamphlet entitled "INSTRUCTIONS TO PRINCIPALS OF TECHNICAL INSTITUTIONS (REVISED)" is now superseded and replaced by this pamphlet. Every effort has been made to make the present Instructions as complete and up-to-date as possible. If there are any omissions, Heads of Training Centres are requested to bring them to notice. An index will be found at the end of the pamphlet.

GOVERNMENT OF INDIA.

DEPARTMENT OF LABOUR.

INSTRUCTIONS TO HEADS OF TRAINING CENTRES.

1. **Admissions.**—Candidates will be allotted to technical training centres by the National Service Labour Tribunals constituted for the different Provinces (see Appendix I) or by Selection Committees appointed for the purpose by the Tribunals. The dates of commencement of the training classes will be fixed by Heads of training centres in consultation with the Tribunals or Selection Committees which will notify the selected candidates and instruct them to join the centres on the dates fixed. If any candidate fails to join a centre within one week of the date so fixed and gives no sufficient reason for his absence, the Head of the centre should report the case to the Chairman of the Tribunal or the President of the Selection Committee who will nominate another candidate to the vacancy.

2. **Reception of trainees.**—(1) *Undertakings to be handed over.*—Before a candidate is admitted to a training centre, he must satisfy the Head of the centre of his identity and hand over to him the prescribed written form of undertaking (see Appendix II) duly completed. The undertakings will be retained by Heads of training centres in safe custody and disposed of in due course in accordance with these instructions [see paragraphs 2 (3), 12 and 18 (6)].

(2) *Payment of travelling expenses.*—When a trainee has reported to the Head of a training centre and handed over the prescribed written undertaking, the Head of the centre should pay him travelling expenses at the rate of one third class railway or steamer fare *plus* one anna per mile for road journeys, by the shortest or cheapest route*, from his home to the centre provided the distance exceeds 5 miles.

(3) *Medical examinations.*—The Chairmen of National Service Labour Tribunals have been requested to arrange for the medical examination of all trainees either before or as soon as possible after they have joined the training centres. These examinations will be carried out in consultation with the Heads of training centres who are asked to give the medical officers every assistance. If after joining a training centre a trainee is found to be medically unfit, the Head of the centre is authorised to and should discharge him after paying him the stipend due to him up to the date of his discharge less deductions, if any, and his travelling expenses to his home by the shortest or cheapest route*, at the rate of one third class single railway or steamer fare *plus* one anna per mile for road journeys, provided the distance exceeds 5 miles. The signed undertakings furnished by trainees who are discharged for medical unfitness may be returned to them after endorsement with the words "Rejected as medically unfit". Trainees intended for the Indian Army Ordnance Corps or other technical branches of the Defence Services will, if necessary, be subjected to a second

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* See Appendix XIII.

medical examination before admission to any of the Services under arrangements to be made by the Technical Recruiting Officer concerned (see Appendix III). The Chairmen of Tribunals and Regional Inspectors are authorised to arrange for the medical examination of trainees at any time during training, if they consider it necessary.

[TR-117, dated the 18th February 1941 and TR-129, dated the 2nd May 1941.]

(4) *Verification of antecedents.*—As each trainee joins a training centre, the Head of the centre should send a verification roll in Form II shown in Appendix IV to the District Magistrate or other officer concerned.† The verification roll should be forwarded in each case with a covering letter in Form I given in the same Appendix.

†The Commissioner of Police in the case of Presidency towns, the Superintendent of Police in the case of the Punjab, and the Resident concerned in the case of Indian States.

[TR-272 (3), dated the 25th June 1941.]

(5) *Clothing.*—It is desirable in the interests of safety that trainees should avoid the use of loose clothing while at work in workshops at training centres. Khaki shirts, khaki drill shorts and khaki stockings are considered suitable for workshop wear and to enable trainees to provide themselves with two sets of this clothing, Heads of training centres are authorised to grant clothing advances of Rs. 7-8-0 per head to those trainees who apply for them. The advances should be drawn on bills from the local Treasury in the usual way (see Appendix V) and should be recovered from the trainees in three consecutive monthly instalments by deductions from their stipends. The deductions should be adjusted by short drawals in the bills for stipends, the amounts short drawn being shown in the bills as " Deduct —Recoveries from trainees ".

[TRA-402, dated the 18th August 1941.]

NOTE.—There is no objection to Heads of training centres substituting another colour for khaki, or boiler suits for shorts, shirts and stockings.

(6) *General.*—Where trainees have to find their own lodgings, Heads of training centres are requested to do all in their power to assist them in the matter. In all such cases, the cost of board and lodging will be met by the trainees from their stipends. Where quarters have been hired or temporary quarters have been constructed, Heads of training centres should see that such furniture as is necessary is provided and that some temporary arrangement is made for food for the trainees for the first few days until they can settle down and make their own arrangements. The Government of India are anxious that on reporting at a training centre, the trainees should be made to feel that they are welcome and that everything is being done to make them comfortable.

[TR-58 (1), dated the 13th December 1940, and TR-56, dated the 27th December 1940.]

3. **Duration of Courses.**—(1) *Maximum period one year.*—The courses are designed to cover a maximum period of one year, but it is not the intention that they should necessarily, or even ordinarily, be of this duration. It will be possible to complete some of the courses in less than one year, while trainees who have had previous training or experience or are above the average in intelligence will require a shorter period of instruc-

tion than others. Trainees may and should be passed out at any time if they are found fit for employment by the Regional Inspectors or other Trade Testing Officers (see para. 17).

(2) *Hours of work.*—The hours of work at training centres should normally be not less than 40 or more than 45 per week. In factories and at centres where two or more shifts are being worked, some variation from these figures may be necessary, and the exact hours of work should be settled in consultation with the Regional Inspector.

NOTE.—Where a single shift is being worked, it is suggested that the hours of work might be 8—12 and 1—5 on week-days, and 8—12 with the afternoon off on Saturdays. Where a double shift is being worked, the hours of work should be settled in consultation with Regional Inspectors.

(Proceedings of Regional Inspectors' meeting, dated the 3rd and 4th March 1941—paragraph 8.)

4. **Training.**—(1) *Syllabuses.*—A syllabus of training for the majority of trades will be supplied to each training centre. These syllabuses should be treated as a guide only and where no special exercises have been included, suitable exercises should be drawn up by Heads of training centres in consultation, when possible, with the Regional Inspector. Even if exercises have been included in the syllabuses, supplementary exercises may be added at the discretion of Heads of training centres, care being taken to ensure that the training given is intensive and designed to enable the trainees to pass the prescribed trade tests creditably in the shortest possible time.

Where no syllabus has been prescribed for a particular trade, Heads of training centres should prepare a syllabus in consultation with the Regional Inspector on the basis of the trade test prescribed for that trade.

(2) *Changes of trade.*—Candidates should be trained in the trades for which they have been earmarked by the Selection Committee or the National Service Labour Tribunal. Where candidates are supplied to fill casual vacancies or vacancies caused by the discharge of trainees on passing the prescribed trade tests, they should be trained in the trades in which the vacancies occurred unless the Tribunal or Selection Committee otherwise directs. No changes of trades will be allowed except with the approval of the Provincial Selection Committee or the National Service Labour Tribunal concerned on the recommendation of the Regional Inspector.

(3) *Transfers between training centres.*—National Service Labour Tribunals and Provincial Selection Committees are authorised to sanction the transfer of trainees from one training centre to another or the exchange of trainees between training centres provided the sanctioned distribution of trades and the sanctioned number of trainees at those centres are not affected. No travelling expenses will be paid in such cases unless the transfers or exchanges are made in the public interest when travelling allowance should be paid by the head of the receiving training centre at the rates laid down in para. 2 (2).

5. **Training Charges.**—(1) *Principles.*—To avoid delay in opening training centres and keep down overhead costs and expenditure on tools,

plant and instructors, the training scheme is based on the principle that the fullest possible use should be made of existing technical institutions and workshops, and that only the out-of-pocket expenses of the training centres should be met by the Central Government. As the training scheme forms an important part of the war effort, it is felt that this principle will be generally accepted.

(2) *Fees.*—In addition to paying the cost of any additional equipment or staff required, the Central Government will pay in advance a sum of Rs. 7 per head per month for the training of each man. This rate, which will be subject to review in the light of experience, will include the cost of all consumable stores such as oil, steel, cotton waste, miscellaneous raw materials, hand tool replacements, stationery (other than accounts forms), etc., as well as the cost of power and light (other than for 2nd shift working), allowances, if any, to existing instructional, clerical and menial staff, and use of existing buildings and equipment. This rate also includes office contingencies other than stamps, but does not include any charges connected with hostels or hostel, medical or physical training staff, which may be drawn from the Treasury separately *provided they have been expressly sanctioned by the Central Government.* Of the rate of Rs. 7 per head per month, a sum of Rs. 2 is intended primarily to meet the cost of allowances to existing staff for overtime work and extra duties, and to compensate that staff for loss of vacations and holidays. It is for the Heads of training centres to decide which members of their staff should receive allowances and at what rates. It is not intended that every member of the staff should receive extra remuneration. Allowances should be confined to those who actually have to spend extra time on work directly connected with the training and who as a result of the training scheme have to forego holidays and vacations. It is suggested that in fixing the allowances to be paid, preference should be given to the lower paid staff and that in no case should the allowances exceed 20 per cent. of the substantive pay of the staff concerned.

If additional instructors or equipment are not provided or paid for by the Central Government, a special rate of fee may be agreed upon between the training centre and the Central Government.

[TR-245 (1), dated the 26th May 1941 ; TR-58 (1), dated the 19th December 1940.]

NOTE.—If Heads of training centres are in any doubt as to the correct distribution of allowances, they should consult the Regional Inspector.

6. **Stipends.**—Each trainee will receive from the Central Government a monthly stipend of Rs. 25 if he is a matriculate or Rs. 20 if he is not. In certain cases in which semi-skilled tradesmen are being trained in skilled trades, higher stipends may be allowed by special order of the Central Government on the recommendation of the National Service Labour Tribunal concerned. The stipends will be paid to trainees monthly in arrears through the Heads of training centres.

7. **Hostel accommodation.**—(1) *Rent and furniture grants.*—Hostel accommodation will be provided only at centres where it is likely to be difficult or impossible for the trainees to find outside lodgings. In such cases if no hostel accommodation belonging to the training centre is available, suitable houses may be hired with the approval of the Labour Department. As a general rule, the rent of hired accommodation should not

exceed Re. 1 per head per month. Where hostel accommodation is provided at the expense of the Central Government, grants for furniture and mess utensils, if necessary, will be made at the rate of Rs. 10 and Rs. 4 per head respectively.

(2) *Charges.*—If living accommodation is provided by the Central Government, hostel charges should be deducted by Heads of training centres from the stipends of the trainees at the time of payment at a nominal rate of Rs. 2 per head per month. This rate will include seat rent, lighting, water, furniture, conservancy and all other connected charges except messing. In the case of hostels which are the property of the training centres, the usual charges payable by other boarders will be deducted from the stipends of trainees, subject to a maximum of Rs. 2 per head per month. If this rate is less than the rate usually charged to other boarders, the difference will be paid by the Central Government and should be drawn from the local treasury on bills in the usual way [see Appendix V]. All trainees will pay for their own messing, and if the messing arrangements are made by the training centre in agreement with the trainees, the charges may be deducted from their stipends.

[TR-58, dated 31st March 1941.]

(3) *Recoveries.*—All recoveries of hostel charges due to the Central Government should be credited to Central Revenues under the head "LII-Receipts connected with the war, 1939—Unclassified items".

[TR-58 (1), dated the 8th August 1941.]

8. **Holidays and leave.**—(1) *Urgency of training.*—In view of the urgency of the training, the courses should be continuous, *i.e.*, without any break or vacation, and it is necessary that leave and holidays should be restricted as much as possible.

(2) *Paid holidays.*—Heads of training centres may allow not more than 10 holidays (other than Sundays) in a year for which full stipends may be paid. A list of such holidays should be prepared by the Head of the centre to suit local conditions. Such lists should be approved by the Regional Inspector, but need not be referred to the Labour Department.

(3) *Casual leave.*—In addition to holidays, not more than 10 days' casual leave may be granted to a trainee in a year and no stipends will be admissible during such leave.

[TR-186, dated 22nd May 1941.]

NOTE.—Whenever possible, trainees who are allowed leave should be required to make up the lost time by working additional hours.

9. **Workmen's Compensation Act.**—It has been decided that the Indian Workmen's Compensation Act, 1923 (VIII of 1923) shall be applied to all training centres other than those situated in Indian States which have their own Workmen's Compensation Acts, and the Governor General in Council will accept the employers' liability under that Act for any injuries which may be incurred by trainees by accidents arising out of and in the course of their training. In the case of Indian States having their own Workmen's Compensation Act, the Governor General in Council will accept the same liability under the State Act. If any such case occurs, action should be taken in accordance with the appropriate provisions of the

Act and particulars should be reported to the Department of Labour through the Regional Inspector concerned.

NOTE.—Copies of the Workmen's Compensation Act, 1923 (VIII of 1923) may be obtained on payment from the Manager of Publications, Central Publication Branch, Delhi, the cost being debited to "Contingencies".

[TR-347, dated the 24th June 1941.]

10. **Medical.**—(1) *Injuries.*—No sick leave, as such, will be granted, but trainees who are compelled to absent themselves from duty owing to injuries contracted while actually at work will, for the period of such absences, be paid half-monthly allowances at rates determined by their stipends as shown in Appendix VI (*cf.* para. 9).

(2) *Absences due to illness.*—Trainees living in hostels who are unable to attend for duty owing to illness will receive stipends at half rates less a proportionate reduction to cover the hostel charges payable by them for the periods of their absence subject to a maximum of 15 days in a year. Trainees who are not living in hostels may be allowed stipends at half rates for periods of sickness up to a maximum of 15 days in a year.

[TRA-58 (1), dated the 19th September 1941.]

(3) *Medical treatment.*—Trainees may be allowed such medical treatment as they require from time to time at the cost of the Central Government and charges on this account up to Rs. 10 on any one occasion may be paid by Heads of training centres without reference to the Labour Department. Expenditure in excess of this amount may be incurred when necessary but the bills should be submitted to the Labour Department of the Central Government for sanction to their payment. The medical expenses of sick trainees living at their homes or with their guardians will not be paid by Government, but if the trainees are actually attending the classes they may receive free treatment at the training centre like other trainees. Patent medicines should be allowed to trainees only at their own cost.

NOTE.—It is suggested that as a general rule the doctor's fee for attending trainees should not exceed Rs. 2 per trainee per visit.

[TRA-186, dated the 16th September 1941.]

(4) *Hospital treatment.*—In cases of serious injury or illness, arrangements should be made for trainees to be admitted to the nearest hospital. In such cases, the seat rent and the cost of medical treatment will be met by the Central Government and bills for these charges should be submitted to the Labour Department for sanction. Trainees who are admitted to hospital for illness other than injuries received while at work will be paid stipends at the rate of Rs. 10 per month during the period of their stay in hospital, subject to a maximum of two months. Trainees who are not fit for duty after two months in hospital should be discharged from the training centre from the date of expiry of the two months and paid travelling expenses to their homes by the shortest or cheapest route at the rate of one third class single railway or steamer fare *plus* one anna per mile for road journeys provided the distance exceeds five miles and the medical officer concerned certifies that they are not fit to return to duty.

[TRA-58 (1), dated the 19th September 1941.]

(5) *Cases of hardship.*—If any case arises in which the operation of these instructions is likely to cause serious hardship, the Head of the training centre should obtain the special orders of the Central Government

through the Regional Inspector concerned who will make his recommendations in the matter.

[TR-186, dated the 22nd May 1941.]

(6) *Training fees.*—Full training fees will be payable to training centres during the absence of trainees in hospital.

[TRA-58 (1), dated the 19th September 1941.]

(7) *Physical training.*—Heads of training centres are requested to do what they can to improve the health of the trainees in their charge and particularly to encourage out-door games and physical training. Where the number of trainees at any training centre is sufficient to justify such an arrangement, the Central Government will be prepared to consider proposals for the appointment of a Physical Training Instructor and a monthly grant not exceeding annas four per trainee towards the cost of games equipment.

[TR-76, dated the 28th June 1941.]

11. **Discipline.**—(1) *Rules of centres to be enforced.*—Subject to the provisions of this paragraph and to such relaxations as the Head of the training centre considers necessary or desirable, all trainees will be governed by the ordinary rules and customs of the training centres to which they are allotted.

(2) *Payment of Wages Act to apply.*—Fines and deductions from stipends may be imposed on trainees by Heads of training centres in accordance with the provisions of the Payment of Wages Act, 1936 (IV of 1936) which will be regarded as applicable to all technical training centres whether they are workshops, factories or institutions. The total amount of fine which may be imposed on a trainee in any one month will accordingly be limited to half an anna in the rupee of the stipend admissible.

NOTE.--Copies of the Payment of Wages Act, 1936 (IV of 1936) may be obtained on payment from the Manager of Publications, Central Publication Branch, Delhi, the cost being debited to " Contingencies ".

[TR-347, dated the 17th June 1941.]

(3) *Deductions for damage or loss.*—Trainees are liable to pay for any damage to or loss of goods expressly entrusted to them for custody where such damage or loss is directly attributable to their neglect or default and deductions may be made for this purpose from their stipends. The deductions must not, however, exceed the amount of the damage or loss caused.

(4) *Deductions for absence.*—Proportionate deductions of stipends may be made in the case of all unauthorised absences from duty and in addition to such deductions, fines may be imposed for such absences. If a trainee persists in absenting himself without due cause, the Head of the centre should consult the Regional Inspector with a view to his discharge.

(5) *Fines and recoveries.*—The Payment of Wages Act has *statutory* application to all training centres which are " factories " within the meaning of the Factories Act, and under section 8 (8) of that Act all realisations of fines at those centres can be applied only to such purposes beneficial to the trainees as are approved by the prescribed authority. At centres where the payment of Wages Act has *no statutory force*, there is no legal obligation to use fine realisations for the benefit of the trainees. The Central

Government have, however, decided that the principle underlying the provisions of section 8 (8) of the Payment of Wages Act should be adopted at all such training centres and that the fines imposed at those centres should be credited to a fund to be established with the approval of the Regional Inspector concerned for the benefit of the trainees. In no case therefore will the fines realised from trainees be credited to Central Revenues.

Recoveries on account of deductions from stipends for loss of or damage to goods or property belonging to the Central Government should be credited to Central Revenues under the head " LII—Receipts connected with the war, 1939—Unclassified items " or may be adjusted by short drawals in bills for stipends, the amount short drawn being shown in the bills as " Deduct—Recoveries from trainees ". Deductions made for loss of or damage to goods or property belonging to training centres may be appropriated by those centres.

[TR-58 (1), dated the 8th August 1941.]

12. **Discharges.**—Unless authorised to do so by special order of the Central Government, Heads of training centres may not discharge trainees except on the ground of medical unfitness as provided for in paragraph 2 (3). All National Service Labour Tribunals and all Regional Inspectors are authorised to discharge, order or approve the discharge of trainees on behalf of the Central Government and in cases where Heads of training centres consider that discharge is necessary for backwardness, misconduct, etc., and have not themselves been authorised to discharge, they should make their recommendations to the Regional Inspector concerned. The stipends of trainees who are discharged are not recoverable. Full stipends should, therefore, be paid in such cases up to the date of the trainee's discharge subject to any deductions that may be due. The signed undertakings of trainees who are discharged otherwise than for medical unfitness should be forwarded to the Chairman of the Tribunal after endorsement with the words " Discharged on ..... for ..... ". Cases of discharge need not be reported to the Central Government provided details are shown in the monthly progress reports.

NOTE.—Normally the Chairmen of Tribunals will exercise their power to discharge only in cases in which adverse police reports are received.

[TR-129, dated the 2nd May 1941 ; TR-273, dated the 10th June 1941, and TR-272 (4), dated the 25th June 1941.]

13. **Resignations and recoveries of stipends.**—(1) *Refund of stipends by trainees who resign.*—If after enrolment any trainee resigns, absconds or leaves a training centre of his own accord, he becomes liable to refund the stipends which he has drawn up to that date, and as far as possible no trainee who has not passed the prescribed trade tests should be permitted voluntarily to leave a training centre unless he first deposits in cash the total amount of stipends drawn by him up to the date of resignation together with any other dues which may be outstanding against him. All such payments should be credited to Central Revenues under the head " LII—Receipts connected with the war, 1939—Unclassified items ".

(2) *Recovery of stipends from trainees who abscond.*—If a trainee leaves a training centre without depositing the stipends drawn by him, the Head of the training centre should forward his signed undertaking to the

Chairman of the National Service Labour Tribunal and furnish the following particulars so that steps may be taken to secure a refund of the amount due under the terms of the undertaking :—

(1) Name.
(2) Father's name.
(3) Permanent home address.
(4) Date of joining classes.
(5) Date of leaving classes.
(6) Total amount of stipends drawn.
(7) Details of other outstanding dues, if any.

NOTE.—Heretofore the signed undertakings and particulars have been forwarded to the Labour Department of the Government of India, which has arranged for the recoveries to be made. Provincial Governments have now been asked to agree to Tribunals receiving the undertakings and arranging to make the necessary recoveries, and it is hoped that they will all accept this procedure.

[TR-273, dated the 17th June 1941 and TR-58 (1), dated the 8th August 1941.]

14. **Casualties.**—If any trainee is discharged from or leaves a training centre during the period of his training, the vacancy so caused and the trade in which it occurred should be reported at once by the Head of the training centre to the Regional Inspector and the National Service Labour Tribunal or the Selection Committee concerned the Chairman or President of which, if the vacancy is an original one, will select a candidate from the Reserve List held by the Tribunal or the Committee and direct him to join the training centre forthwith. The Chairman of the Tribunal or the President of the Selection Committee will supply both the Head of the centre and the Regional Inspector with particulars of the candidate so selected and instruct the candidate to hand over the written undertaking in the prescribed form to the Head of the training centre on his arrival at the centre [paragraph 2 (1)]. The same procedure will be followed by Tribunals and Selection Committees in the case of such secondary vacancies as are to be filled under the instructions of the Labour Department.

NOTE.—"Original vacancy" means a vacancy which has never been filled or which is caused by the departure of a trainee from a training centre for any reason *without having passed* the prescribed trade tests and without being accepted for enrolment in one of the Defence Services. "Secondary vacancy" means any vacancy which is caused by the departure of a trainee from a training centre *after* having passed the prescribed trade test or after being enrolled or accepted for enrolment in one of the Defence Services.

[TR.-40-I, dated the 2nd July 1941.]

15. **Inspections.**—Regional Inspectors have been appointed to visit each training centre, inspect and advise on the work of the trainees, submit the trainees to tests from time to time and assist the Heads of training centres in all matters affecting the training classes. It is hoped that Heads of training centres will consult the Regional Inspectors on all matters affecting the classes and the trainees and be guided to the fullest extent by their advice and suggestions. The names and addresses of the Regional Inspectors will be found in Appendix VII.

16. **Departmental Visiting Officers.**—In addition to the Regional Inspectors, an officer of the Indian Army Ordnance Corps or Ordnance Factories Directorate and the Technical Recruiting or Assistant Technical Recruiting Officer will visit each training centre on behalf of the Defence Services and Ordnance factories. A list of these officers will be found in Appendices VIII and III. The duties of these officers will be to consult with the Regional Inspectors and Heads of training centres from time to time with a view to ensuring that the training given is in accord with the needs of the Services and Ordnance factories as well as of industry generally, and to assist the Regional Inspectors in the trade testing and allocation of the trainees during the final stage of training.

17. **Trade Tests.**—(1) *May be held either at training centres or outside centres.*—Before any trainee is passed out for employment in the Services, Ordnance factories or civil industry, he will be submitted to a trade test under arrangements to be made either at the training centre or at an outside centre in the vicinity by the Regional Inspector in consultation with a representative of the Indian Army Ordnance Corps or Ordnance factories or the Technical Recruiting Officer. Trade tests may be conducted at training centres at any time during the period of the courses. Specifications of the tests which trainees will be required to pass will be supplied to Heads of training centres.

(2) *Travelling allowance for tests at outside centres.*—If a trainee is required to undergo a trade test at any place outside a radius of five miles from the training centre, the Head of the centre should pay him single third class fare by the shortest or cheapest route* to and from the place of the test *plus* one anna per mile for the journeys performed by road. All such charges may be met from the permanent advance placed at the disposal of the Head of the centre.

NOTE.—A panel of honorary Trade Testing Officers for each area may be appointed by the Labour Department to assist Regional Inspectors in trade testing.

[TR.-216, dated the 2nd April 1941.]

18. **Allotment and passing out of trainees.**—(1) *Distribution between Services.*—The proportions in which trainees are to be allotted to the Services, Ordnance factories and civil industry will be fixed by National Service Labour Tribunals on the advice of the Adjutant General's Branch of General Headquarters. The Trade Testing Officers will earmark the trainees accordingly during the final tests and furnish Heads of training centres with particulars of the allotments made by them. As far as possible, trainees should be allotted to the Service, Department, or industry of their choice and those with the best physique should be earmarked for the Services.

(2) *Lists of passed trainees.*—Heads of training centres should forward lists in the form set out in Appendix IX of all trainees passed as fit for employment by the Trade Testing Officers to the Chairman of the National Service Labour Tribunal, the Regional Inspector and the Technical Recruiting Officer concerned. In the case of trainees allotted to the services, posting orders will be issued by the Technical Recruiting Officer in consultation with the Tribunal. In all other cases, the Chairman

*See Appendix XIII.

of the Tribunal will either issue instructions to trainees to join specified Ordnance or civil factories, or if the trainees are not immediately required and wish to leave or are discharged from the training centres, take them on to the Tribunal's registers and inform them to this effect through the Head of the centre.

NOTE.—Trainees who are required for Ordnance factories or notified factories may be conscripted under section 7 (b) of the National Service (Technical Personnel) Ordinance, 1940.

(3) *Trade Test Certificate.*—On passing the prescribed trade tests, each trainee will be provided with a certificate in the Form given in Appendix X to that effect signed by the officer who supervised the tests and countersigned by the Head of the training centre. A supply of certificates will be sent to Heads of training centres for this purpose.

(4) *Training may continue till trainees required.*—Trainees who have passed the prescribed trade tests but who are not absorbed immediately in the Services, Ordnance factories or civil industry may continue their training at the training centres until their services are required, with a view to passing the grade II trade tests, particulars of which have been supplied to Regional Inspectors and Chairmen of National Service Labour Tribunals. No trainee who has passed the prescribed trade tests, should be permitted to remain at a training centre for more than three days after receiving orders to join a post in a Service, Ordnance factory or civil industry.

[TR.-350, dated the 23rd June 1941.]

(5) *Extension of courses for backward trainees.*—If at the end of a year's course of training, a trainee fails to pass the necessary trade tests, he may be re-enrolled for a further period of training provided the Regional Inspector considers that he will be able to pass the tests after a short additional period of instruction. This concession will, as a rule, be allowed only in cases in which trainees have been absent from the training classes for a considerable period owing to illness or other unavoidable causes.

(6) *Disposal of undertakings.*—As and when trainees leave a training centre after passing the prescribed tests or on being enrolled or selected for enrolment in one of the Defence Services, their signed undertakings should be forwarded to the Chairman of the Tribunal for disposal.

[TRA-350, dated 15th September 1941.]

19. **Travelling allowance to trainees on termination of training.**—All trainees who are selected for employment will be entitled to single third class railway fare to the place of their employment *plus* one anna per mile for journeys performed by road and a subsistence allowance of annas 12 per day or part of a day for the period of the journey. These allowances will be admissible only by the shortest or cheapest route* and may be advanced by the Head of the training centre out of the permanent advance placed at his disposal.

[TR.-56/40, dated the 18th November 1940.]

20. **Progress reports.**—As soon as training begins at a training centre, the Head of the centre should forward to the Labour Department of the Central Government a report in the form given in Appendix XI

*See Appendix XIII.

showing the number of trainees, by trades, who have joined for training. Thereafter, the Head of the centre should prepare a monthly report on the progress of training in the same form and submit on the first day of every calendar month, one copy direct to the Labour Department and two copies to the Regional Inspector concerned.

21. **Accounts.**—(1) *Receipts and payments.*—Regular accounts of receipts and expenditure supported by vouchers should be maintained at all training centres and a monthly statement in the form given in Appendix XIV showing the expenditure incurred should be submitted to the Labour Department by the 15th of the month following that to which the expenditure relates. Instructions regarding the procedure for drawing training fees, stipends and contingent and other bills will be found in Appendix V

[TRA-72 (1), dated the 4th August 1941.]

(2) *Permanent advance.*—Each training centre will normally be provided with a permanent advance at the rate of Re. 1 per trainee calculated to the nearest sum of Rs. 5 and subject to a minimum of Rs. 10. This advance may be used to meet expenditure on stamps, travelling allowance to trainees on joining a training centre, or for journeys to undergo trade tests or to join posts on the termination of their training, medical expenditure of all descriptions, lighting of and taxes on hostel accommodation provided by the Central Government and other contingent expenditure connected with such hostels including rent of hired houses, and cost of Government publications. It may not be used to meet workshop contingencies, for the purchase of stationery or for any other purposes than those stated above without special sanction. All other expenditure should be met from the training fees.

(3) *Accounts Forms.*—The following forms required for the drawal of funds from the Treasury may be obtained free of charge from the Manager, Central Forms Store, 166, Dharamtala Street, Calcutta :—

(1) C. A. C. form No. 10.
(2) C. A. C. form No. 11 (Outer).
(3) C. A. C. form No. 14.
(4) C. A. C. form No. 15B.
(5) C. A. C. form No. 16.
(6) C. A. C. form No. 18.
(7) S. form No. 59.

(4) *Inspection and Audit.*—Regional Inspectors have been asked to make occasional inspections of the accounts and to ensure that the system is working satisfactorily. Heads of training centres are requested to afford the Inspectors the fullest assistance in this duty. Separate arrangements will be made by Accountants General for the audit of accounts, and Regional Inspectors are not expected to perform this function.

22. **Equipment.**—(1) *Freight.*—When equipment is supplied to a training centre by the Central Government and the freight is not prepaid, funds to meet the freight may be obtained from the local Treasury on the usual contingent bills, subject to a maximum of Rs. 500 in any one case. Bills for freight do not require the countersignature of Regional Inspectors before presentation at the Treasury.

[TR.-58 (1), dated the 25th January 1941.]

(2) *Shortages.*—The following procedure should be observed by Heads of training centres in taking delivery of consignments of equipment from the Railways. The boxes or packages should be weighed before being taken over and the weight compared with that stated in the Railway Receipt. If there is any discrepancy between the actual weight and the weight shown in the Railway Receipt or if any box or package shows signs of having been tampered with, the box or package should be opened in the presence of the goods clerk and the contents listed and signed by both parties. If any articles are missing, a claim for the shortage should be lodged at once against the Railway and the consignor informed accordingly. Once a box or package has been signed for and removed from the Railway premises, no claim for shortages can be made against the Railway. The cost of shortages when recovered should be credited to Central Revenues under the head " LII—Receipts connected with the war, 1939—Unclassified items ".

[TR.-28, dated the 3rd June 1941.]

(3) *High speed steel.*—Owing to the acute shortage of high speed steel, demands for this steel for use in *old* machines will not ordinarily be met. Training centres should collect all their scrap tools and have them cut up and made into tipped tools.

[TR.-28-III, dated the 6th June 1941.]

(4) *Stores Department bills.*—On receipt of an Indian Stores Department bill for equipment supplies, Heads of training centres should fill in and sign Certificate No. 2 on the back of the form. In filling in the Certificate under the heading " The classification for the purposes of adjustment of the charges ", entries should be made on the following lines :—

(1) Head of charge (Major, minor, detailed head, primary and secondary unit).	64-Miscellaneous expenditure connected with the War—II—Scheme for the training of Skilled Artisans—H. 6-Other Charges.
(2) Month and year to which the charges relate.	January 1941 or 1942 (as the case may be).
(3) Designation of the Accounts Officer by whom adjustable.	Accountant General or Comptroller of the Province concerned.
(4) Name of the Province to which debitable.	Punjab, Bombay, etc., as the case may be.

On completion of the bills, they should be forwarded to the Chief Controller of Supply Accounts, New Delhi, and not to the Chief Auditor, Indian Stores Department, New Delhi. The bills should not be sent to the Labour Department.

[TR.-28, dated the 17th May 1941.]

(5) *Ownership and care of equipment.*—Unless otherwise stated, all equipment (including furniture and fittings) supplied by the Central Government will remain the property of the Central Government. Many of the instruments supplied are delicate and costly and Heads of training centres are requested to take measures to ensure that all equipment supplied is treated with the greatest care. The responsibility for the safety

of hand tools issued to trainees rests with the trainees themselves and before a trainee proceeds on leave, is allowed to resign, or is discharged, he should be required to return or account for all tools issued to him.

[TR.-43 (1), dated the 28th June 1941.]

(6) *Replacements.*—Although the Central Government provide training centres with an initial supply of tools, it is the intention that the training centres themselves should bear the cost of replacement of such expendable items as files and hack-saw blades which are regarded as consumable stores.

(7) *Licence for iron and steel.*—Applications for the grant of licences for iron and steel required in connection with the training of war technicians should be addressed to the Steel Control Adviser (Civil Supplies), Department of Labour, and submitted in duplicate through the Regional Inspector concerned, giving the minimum requirements in tons for each quarter of the year. Application forms can be had from the Regional Inspector.

[TRA-28-XV, dated 15th September 1941.]

(8) *Complaints and correspondence.*—Complaints and other correspondence regarding tools and equipment should be addressed to the Inspector-in-Charge of Supply, Jamalpur, E. I. Railway and *not* to the Chief Controller of Purchase, Indian Stores Department.

[TRA-28, dated the 19th February 1941.]

23. **Buildings.**—All buildings and extensions to buildings constructed at the cost of the Central Government should be regarded as belonging to the Central Government until the question of ownership is decided when the Training Scheme comes to an end.

[TR.-43 (1), dated the 28th June 1941.]

24. **Instructional staff.**—(1) *Classes of Instructor.*—There may be three categories of instructor at technical training centres, *viz.*—

(i) Members of the permanent instructional or workshop staff of the centres ;

(ii) Instructors appointed by Heads of training centres at the cost of the Central Government ; and

(iii) Instructors appointed to technical training centres by the Central Government under section 10 of the National Service (Technical Personnel) Ordinance, 1940.

(2) *Leave and terms of service.*—The terms of service of the first category of instructor will remain unaltered and Instructors of this class may be allowed leave under the ordinary rules applicable to them at the training centres. Instructors of the second category will be regarded as temporary employees of the Central Government and may be allowed leave with pay equivalent to 1|22nd of the period spent on duty provided that when the earned leave due amounts to 30 days no further leave shall be earned. The leave salary admissible during such leave will be the pay admissible to the instructor on the day before the leave commences. In addition to earned leave, instructors in this class may be allowed extraordinary leave without pay in consultation with Regional Inspectors, who will be guided by the Central Government's Revised Leave Rules. The leave and other terms of service admissible to the third category of instructor will be fixed in the orders passed by the Central Government under section 10 of the Ordinance.

As a general rule, instructors of the second and third categories will be allowed free medical attention to the extent allowed to trainees, but will not be provided with free accommodation. The Workmen's Compensation Act will apply to instructors of these two categories and the Central Government will accept the employer's liability in their case.

[TRA.-347, dated the 22nd July 1941 ; TRA.-401, dated the 11th August 1941.]

(3) *Leave not to interfere with training.*—It is important that the leave granted to instructors whether members of the regular staff or specially appointed under the scheme should not interfere with training. The grant of leave should therefore be arranged in such a way that training may continue intensively and without interruption.

(4) *Advertisement for Instructors.*—Where additional instructional staff is sanctioned by the Central Government, Heads of training centres who have no suitable men in view should in the first instance advertise for the men they require in consultation with the Regional Inspector. If suitable men cannot be obtained by this means, they should then submit an application in the form given in Appendix XII to the Chairman of the local National Service Labour Tribunal, sending a copy at the same time to the Labour Department of the Central Government and the Regional Inspector.

[TR.-56, dated the 27th December 1940.]

(5) *British Instructors.*—A certain number of British Instructors will be appointed to selected training centres. These men will be employees of the Central Government and their services will be lent to the selected training centres for the duration of the war. During their stay at training centres, the British Instructors will work under the supervision and direction of the Heads of the centres, but may not be discharged or removed by them. The Instructors will conform to the normal hours of work in force at training centres and will be expected to follow as far as possible the rules and customs applicable to other members of the instructional staff.

[TR.-150-I, dated the 25th June 1941.]

(6) *Questions affecting British Instructors.*—If the Head of a training centre wishes the transfer of a British Instructor, he should communicate with the Regional Inspector. All applications for leave and all questions affecting the terms of service of these Instructors should be submitted to the Regional Inspectors who have been supplied with full information on the subject. All British Instructors will be allowed free medical attendance and treatment under the Central Services (Medical Attendance) Rules, copies of which have been supplied to Regional Inspectors.

25. **Miscellaneous.**—Over 250 training centres have now been approved under the Technical Training Scheme and the number is eventually likely to exceed 300, it is therefore essential that correspondence with the Central Government should be cut down to a minimum. Where difficulties arise, Heads of training centres should endeavour to settle them in consultation with the Regional Inspector concerned. *All applications for additional staff or equipment and all proposals which involve additional expenditure should invariably be sent through the Regional Inspector and not direct to the Labour Department which before passing orders must in any case obtain the views of the Regional Inspector.* Trainees are not permitted to correspond with the Central Government.

APPENDICES.

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APPENDIX I.

National Service Labour Tribunals.

1. D. S. Bakhle, Esq., I.C.S.,
   Chairman, Bombay National Service Labour Tribunal,
   Vithal Buildings, Mint Road, Bombay.

2. W. A. S. Lewis, Esq., I.C.S.,
   Chairman, Bengal National Service Labour Tribunal,
   Dewar House, 13, Hare Street, Calcutta.

3. V. Ramakrishna, Esq., I.C.S.,
   Chairman, Madras National Service Labour Tribunal, Madras,
   Office of the Labour Commissioner, Madras.
   (Also for Coorg).

4. J. E. Pedley, Esq., C.I.E., M.C., I.C.S.,
   Chairman, U. P. National Service Labour Tribunal, Cawnpore,
   Office of the Labour Commissioner, Cawnpore.

5. J. Slattery, Esq., O.B.E., I.P. (Retd.)*,
   Chairman, Punjab and N.-W. F. Province National Service
   Labour Tribunal, Office of the Punjab & N.-W. F. P. Jt.
   Public Service Commission, Lahore.

6. M. A. Sayyid, Esq., M.A., LL.B., J.P.,
   Chairman, Sind National Service Labour Tribunal, Karachi,
   Sind Secretariat, Karachi.
   (Also for Baluchistan.)

7. C. C. Desai, Esq. I.C.S.,
   Chairman, C. P. and Berar National Service Labour Tribunal,
   Nagpur,
   Assembly Rest House, Nagpur.

8. S. N. Mazumdar, Esq., I.C.S.,
   Chairman, Bihar & Orissa National Service
   Labour Tribunal, Patna.

9. J. N. Talukdar, Esq., I.C.S.,
   Chairman, Assam National Service Labour Tribunal, Shillong,
   Office of the Controller of Emigrant Labour, Shillong.

NOTE.—In the case of the Delhi and Ajmer-Merwara Provinces, and the Indian States of Jodhpur, Bikaner and Jaipur, the functions of the Chairman of a National Service Labour Tribunal under the Technical Training Scheme will be performed by the President, Delhi Technical Selection Committee, Delhi Polytechnic, Lothian Road, Delhi.

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*The President of the Punjab and N.-W. F. P. Technical Training Selection Committee is Sardar Bahadur Prabh Singh Chawla, office of the Joint Punjab and N.-W. F. P. Public Service Commission, Lahore.

APPENDIX II.

Undertaking.

son of

having been selected by the Governor General in Council for a course of training as a in

hereby agree to take the prescribed training at the said training centre and undertake on the completion of my training to enrol in the Indian Army Ordnance Corps or other technical branch of the Defence Services, if so directed by the Governor General in Council or any authority acting on his behalf, or, if not so directed, to accept such other employment (if any) in Ordnance factories or in civil industry as may be provided for me by the Governor General in Council or any authority acting on his behalf, failing which I undertake to refund to the Governor General in Council the stipends paid to me by him. I understand clearly that in accepting me as a trainee, the Governor General in Council assumes no obligation whatever to find employment for me on the conclusion of my training, and that he or any authority acting on his behalf has full right to discharge me from the training course at any time without assigning any reason if he thinks fit to do so. I understand also that enrolment in the Indian Army Ordnance Corps or other technical branch of the Defence Services entails the liability to serve overseas, and if so enrolled, I shall be ready to proceed overseas if so ordered.

Dated the day of 194

Signature of witness. Signature of candidate.

When the candidate is a minor, the following addendum should be signed by his father, guardian or a surety :—

The Governor General in Council having at my request and with my consent agreed to accept the above undertaking, I undertake and guarantee that the candidate will duly perform his part of the above undertaking and I and my heirs shall refund to the Governor General in Council the stipends paid to the candidate in the event of the same becoming refundable in terms of the aforesaid undertaking.

Dated the day of 194

Signature of witness. Signature of father, guardian or surety.

APPENDIX III.

Technical Recruiting Officers.

Provinces.	Officers.
Bombay	Technical Recruiting Officer, Southern Area, Poona. (Lt.-Col. F. C. Wall, Climo Road, Poona.)
	Assistant Technical Recruiting Officer, Bombay. (Capt. H. E. Traylan, Esplanade, North, Dhobi Talao, Bombay.)
Bengal	Technical Recruiting Officer, Eastern Area, Hazratganj, Lucknow. (Lt.-Col. L. B. Marchant, O.B.E.) Assistant Technical Recruiting Officer, 3, May Road, Hastings, Calcutta. (Mr. G. F. D. Windle.)
U. P.	Assistant Technical Recruiting Officer, Hazratganj, Lucknow. (Mr. W. A. Shaikh, A.M.I.M.E., A.M.I.E.E.)
Sind	Assistant Technical Recruiting Officer, Karachi. (Lt. C. R. B. Birch.)
Assam	Honorary Assistant Technical Recruiting Officer, Shillong. (Mr. W. Allsup, Chief Electrical and Factory Inspector, Assam.)
Bihar and Orissa	Assistant Technical Recruiting Officer, Calcutta. (Mr. K. Swarup, B.Sc., A.M.I Me.)
C. P. and Berar	Assistant Technical Recruiting Officer, Jubbulpore. (Capt. S. A. Davis.)
Madras	Assistant Technical Recruiting Officer, Pudupet Lines, Madras. (Capt. W. A. Baskett.)
Punjab and N.-W. F. P.	Technical Recruiting Officer, Northern Area, Lahore. (Lt.-Col. W. J. Cole, O.B.E., A.M.I.Mech E.)

APPENDIX IV.

Form I.

FROM

THE PRINCIPAL, / SUPERINTENDENT, / MANAGER,

.....

To

THE DISTRICT MAGISTRATE,

.....

THE COMMISSIONER OF POLICE, CALCUTTA. / BOMBAY. / MADRAS.

THE RESIDENT IN.....

SUBJECT :—*Technical Training Scheme—Verification of character and antecedents of accepted trainees.*

SIR,

I have the honour to say that the person(s) described in the attached verification roll(s) has / have been selected for training at.....

.....(institution or training centre) under the Technical Training Scheme with a view to his / their eventual appointment to the Indian Army Ordnance Corps or other technical branch of the Defence Services or employment in an Ordnance or other factory employed on work of national importance. It is necessary that his / their antecedents should be known and in particular whether there is any reason, political or otherwise, why he / any of them should NOT be accepted for such employment. I shall therefore be obliged if you will kindly pass the relevant roll / rolls to the Chairman, National Service Labour Tribunal,.... / .....†President, Technical Training Selection Committee, Lahore. with your remarks so that appropriate action may be taken.

I have, etc.,
Principal/Superintendent/Manager.

Copy forwarded to the Chairman, National Service Labour Tribunal. . .... / †President, Technical Training Selection Committee Lahore.

Principal/Superintendent/Manager.

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*District as stated at item 5 (c) of the verification roll.
†For Punjab and N.-W. F. P. only.

Form II.

GOVERNMENT OF INDIA.

DEPARTMENT OF LABOUR.

TECHNICAL TRAINING SCHEME.

VERIFICATION ROLL.

Particulars of the candidate selected for Technical Training.

1. Name of the applicant.....

2. Father's name. .....

3. Caste or Community.....

4. Date of Birth.....

5. (a) Village .....

   (b) Police Station.....

   (c) District.....

6. Places and periods of education.....

   .....

7. Identification marks.....

8. Applicant's signature and/or thumb impression.....

9. Name of institution or training centre to which posted.....

Note.—Items 1 to 6 should be filled up according to information supplied by the candidate.

Entries against items 7 and 8 should be personally checked by the Principal or head of Training Centre, or a responsible officer to be deputed by him for the purpose.

POLICE REPORT.

APPENDIX V.

LETTER NO. TR58, DATED THE 20TH DECEMBER 1940, FROM THE UNDER SECRETARY TO THE GOVERNMENT OF INDIA, LABOUR DEPARTMENT, TO THE ACCOUNTANT GENERAL, CENTRAL REVENUES.

SUBJECT :—*Procedure for accounting of charges connected with the Technical Training Scheme.*

I am directed to forward herewith 10 copies of a "Scheme for the Training of Skilled Artisans" which has been accepted by the Central Government and is known shortly as the 'Technical Training Scheme'. The Scheme is elastic and although it provides for the utilization of only 16 institutions and the training of 3,034 trainees in the first instance, it is the intention that it should gradually be applied to as many institutions as possible and to such factories and workshops as can be induced to open training classes and that a total of 15,000 men should be trained by the end of March 1942. The scheme will be applied in the first instance to the following institutions, of which those marked with an asterisk are intended primarily for the training of mechanics for the Air Force Reserve under arrangements which are being made by the Director of Civil Aviation. These institutions will, however, also train a limited number of men for the Indian Army Ordnance Corps, Ordnance factories and civil industry in accordance with the terms of the Scheme :—

2. All expenditure on the Scheme except that involved in the training of men for the Air Force Reserve will be met from the grant under the head "64—Miscellaneous expenditure connected with the war". In the case of institutions earmarked primarily for the Air Force Reserve, the expenditure on Air Force trainees will be met by the Director of Civil Aviation from the grant under the head "47—Aviation". To avoid the necessity for Principals of institutions to draw funds to meet recurring expenditure on the Scheme from the grants made under two different budget heads, however, it has been decided by the Central Government, with the concurrence of the Auditor General, that all recurring expenditure on the training of men for the Air Force Reserve should be met in the first instance from the grant under the head "64—Miscellaneous expenditure connected with the war" and subsequently recouped by lump sum contributions from the head "47—Aviation". The recoveries from the Civil Aviation Department will be exhibited as reduction of expenditure under the head "64—Miscellaneous expenditure connected with the war" through a distinct deduct entry.

3. It has further been decided in consultation with the Auditor General that the following procedure should be followed for the payment of and the accounting for charges under the Scheme :—

(1) The expenditure incurred in connection with the Scheme will be adjusted in the Central Section of their books by the respective Provincial Accountants-General within whose territorial jurisdiction the institution, workshop or factory is situated and that incurred in the Indian States by the Accountant-General with whom each State is in account, *[except that the cost of the stores purchased in bulk from the Indian Stores Department by the Regional Inspector in charge of Supply, Jamalpur, for distribution to Technical Training Centres will be adjusted in the books of the Accountant General, Central Revenues.]

[ ] Inserted by letter No. TRA.-58, dated the 21st July 1941.

(2) In the case of Railways and Government Departments, the bills will be drawn separately for each institute and headed as debitable to the "Technical Training Scheme" on forms in use for those Railways or Departments. In the case of private bodies and Indian States, bills should be drawn by the head of the institution on forms in use in Central Government Offices which can be obtained from the Manager, Central Forms Store, Calcutta.

(3) Bills relating to payment of stipends should be drawn in arrears at the close of the month to which they relate and be accompanied by a certificate from the head of the institution as to the number of trainees who attended the courses during the month, while bills for fees for instruction should be drawn in advance for the first month on the date of the opening of the classes and thereafter in advance on the first of every month on the basis of the number of trainees on the rolls on that date, broken periods and any changes in numbers being adjusted in the bills for the following month. In the case of trainees joining training classes in the middle of a month, the bills for fees for instruction may be drawn in advance on supplementary bills, or may be included in the bills to be drawn in the following month. Except in the case of institutions situated in Indian States, the bills should be presented for payment at the local Treasury. Steps are being taken to request the States concerned to make the necessary payments through their treasuries on presentation of bills by the head of the institution concerned, by raising a debit through the Accountant General with whom they are in account.

*"NOTE.—Training fees for broken periods will be payable for the whole month in respect of trainees who join a training centre on or before the 15th of a month or who leave the training centre after the 15th of a month. No training fees will be payable in the case of trainees who join after the 15th of the month or who leave before the 15th of the month."

(4) The stipends payable to trainees, the salaries payable to additional instructional or clerical staff, if any, and the travelling allowance of the trainees should be drawn on the usual establishment and travelling allowance bills in use in the areas where the institutions are situated.

(5) Expenditure incurred from the permanent advance placed at the disposal of the head of each institution to cover expenditure on contingencies, including cost of stamps, lighting of hired hostel accommodation, travelling allowance to trainees for journeys to undergo trade tests and join posts on the termination of training and medical treatment of trainees will be recouped at the end of each month by means of a bill for contingent expenditure. [Copies of the form (No. S. 59), used in Central Government offices can be had, if required, by Principals of Institutions on application to the Manager, Forms Store, Calcutta.]

---

*Inserted by letter No. TRA-58 (1), dated the 19th September 1941.

(6) The total amount which the head of an institution is authorised to draw to cover the charges mentioned in the preceding sub-para. shall not exceed Rs. 15 per annum per trainee, and the charges on account of medical attention shall not exceed Rs. 10 per head in any one case, the sanction of the Labour Department being obtained in all cases where this limit is exceeded (*vide* para. 10 of Instructions to Principals of Technical Institutions, a copy of which is enclosed). Travelling allowance to trainees for (1) undergoing a trade test at a place outside a radius of 5 miles from the place of residence and (2) journey to the place of employment on the termination of training will be governed by paras. 15 and 22 respectively of the Instructions to Principals.

(7) Bills for recurring expenditure will not require countersignature by a Regional Inspector, but the Regional Inspectors will check the accounts of the institutions under their charge whenever they visit them and bring any irregularities to the notice of the Labour Department. Bills for non-recurring expenditure, except those on account of travelling allowance paid to trainees on joining institutions for training, will require countersignature by the Regional Inspector concerned, before payment is authorised by the Treasury Officer.

4. The minimum rate of stipend payable to trainees has been fixed under the Technical Training Scheme at Rs. 25 per mensem for matriculates and Rs. 20 for non-matriculates, but a higher rate will be payable in the case of certain classes of trainees where an increased rate has been specially sanctioned by the Government of India. Separate orders will issue sanctioning other charges including the cost of additional accommodation, additional instructors under the Scheme, training fees, etc.

5. I am to request that the Treasury Officers concerned may kindly be instructed without delay to make payment of the bills presented in accordance with the above procedure.

APPENDIX VI.

Table showing half-monthly allowances admissible to trainees injured in the course of and in virtue of their training and unable in consequence to be present at their courses. The allowances are payable during the period of enforced absence from the courses.

Monthly stipend of the trainee injured.		Half-monthly allowances admissible.
More than	*But not more than*	
Rs.	Rs.	Rs. As.
15	18	6 0
18	21	7 0
21	24	8 0
24	27	8 8
27	30	9 0
30	35	9 8
35	40	10 0
40	45	11 4
45	50	12 8
50	60	15 0

APPENDIX VII.

Regional Inspectors.

Circle.	Names of Inspectors.	Addresses of Inspectors.
Northern Circle.		
The Punjab, Sind, the N.-W. F. P., the United Provinces and the Punjab & the Rajputana States except Jodhpur, Bikaner & Jaipur.)	1. Mr. S. L. Saksena*	Senior Regional Inspector, Northern Circle, Lucknow.
	2. Captain B. Chatterji	Superintendent of Workshops, Engineering College, Benares Hindu University, Benares.
	3. Mr. J. G. Cowie	Inspector of Industrial Schools, Punjab, Lahore.
	4. Mr. N. Bhattacharya	Professor of Mechanical Engineering, N. E. D. Engineering College, Karachi.
Eastern Circle.		
(Bengal, Assam and Bihar.)	1. Mr. G. S. G. Vernon*	Dockyard Manager, India General Navigation and Railway Co., Ltd., Garden, Reach, Calcutta.
	2. Mr. E. E. L. Grundy†	Principal, Jamalpur Technical School, Jamalpur (E. I. Railway).
	3. Dr. A. H. Pandya	Principal, Bengal Engineering College, Sibpur, Bengal.
Southern Circle.		
(Bombay, the Central Provinces, Orissa and Madras and Baroda, Bhavnagar, Hyderabad, Mysore and the Central India and Madras States.)	1. Dr. G. W. Burley*	The Cliff, New Worli, Bombay.
	2. Mr. S. N. Roy	Superintendent of Training, Jamshedpur.
	3. Mr. A. Viswanath	6 Rajarathnam Street, Kilpauk, Madras.
Central Circle.		
(Delhi, Ajmer-Merwara and Jodhpur, Jaipur and Bikaner States.)	Mr. W. W. Wood	Principal, Delhi Polytechnic, Lothian Road, Kashmere Gate, Delhi.

* Senior Regional Inspectors.

† Also in charge of equipment.

APPENDIX VIII.

Departmental Visiting Officers.

I. Centres in Bombay, Parel, Matunga	Senior Ordnance Mechanical Engineer, Indian Army Ordnance Corps, Workshops, Colaba.
II. Centres in Gujranwala, Sialkot, Lahore, Moghulpura, Ferozepore and Ludhiana	Senior Ordnance Mechanical Engineer, Ferozepore Arsenal.
III. Centres in Ambala, Delhi, Aligarh, Agra	Senior Ordnance Mechanical Engineer, Central Ordnance Depot, Delhi.
IV. Centres in Cawnpore, Lucknow, Charbagh, Alambagh, Benares, Mogulserai	Senior Ordnance Mechanical Engineer, Allahabad Arsenal.
V. Centres in Ahmadnagar, Poona, Kurduwadi, Pandharpur	Senior Ordnance Mechanical Engineer, Kirkee Arsenal.
VI. Centres in Madras, Perambur, Arkonam, Guindy, Thiruvotriyur	Officer-in-Charge Training of Instrument Mechanics at Messrs. Orrs., Madras.

APPENDIX X.

GOVERNMENT OF INDIA.

DEPARTMENT OF LABOUR.

TECHNICAL TRAINING SCHEME.

Trade Test Certificate.

1. Name of trainee.
2. Father's Name.
3. Home Address.
4. Date of Birth.
5. Trade in which trained.
6. Centre at which training was received.
7. Date of commencement of training.
8. Date of completion of training.
9. Personal marks for identification of trainee.
10. Thumb impression and Signature of trainee and date.
    (To be given in the presence of the Principal, Workshop Manager or Officer supervising the test.)

[Entries 1 to 9 should be completed by the Principal or Workshop Manager.]

CERTIFICATE.

Certified that the abovementioned trainee has passed the prescribed trade test for———————————————————*held on the ———————————194 .

Signature of Officer who supervised the test and date. }———————————————

Signature of Principal or Workshop Manager and date }———————————————

---

*Please mention the trade for which the trainee was tested.

APPENDIX XI.

Technical Training Scheme.

Progress Report.

Name of centre _____ Report for the month of _____ 194

1. Trades.	Blacksmiths.	Boiler attendants.	Carpenters.	Draughtsmen (Mechanical).	Die Sinkers.	Electricians.	Electroplaters.	Engine Drivers (Steam).	Fitters.	Grinders.	Mechanists.	Millers.	Mill Wrights.	Motor Mechanics.	Moulders.	Painters.	Pattern Makers.	Surveyors.	Textile Refitters (Upholsterers).	T. & C. Smiths.	Tool-makers.	Turners.	Welders (Electric).	Welders (oxyacetylene).		Total.	Remarks.
2. Nos. under training as stated in last report.																											
3. Nos. since discharged on passing trade tests.																											
4. Nos. who have since left training centre for other reasons.																											
5. Nos. of fresh trainees supplied by Tribunal to fill vacancies.																											
6. Nos. of vacancies remaining to be filled by Tribunal.																											
7. Nos. under training at the time of submission of this report.																											
8. State reasons for discharges referred to under item 4 above and whether stipends have been recovered from trainees who voluntarily left training centre.																											
9. State what steps are being taken to fill vacancies under item 6.																											

Signature _____

Principal _____

Superintendent _____

Manager

1. Has your training centre now received its maximum number of trainees ?

2. If not, how many more can you take and in what trades ?

3. Is training held up for want of (a) equipment, (b) instructors, or (c) trainees ? If so, state your needs and the steps you have taken to have them met ?

4. Remarks on progress of training :—

Dated the ———— 194 .

Principal / Superintendent / Manager

Signature ————

APPENDIX XII.

The National Service (Technical Personnel) Rules, 1940.

FORM K.

APPLICATION FOR TECHNICAL PERSONNEL.

[See section 4 (*2*) and Rule 16A.]

1. Name and address of the notified factory/training establishment/office or Department under the Crown.....
.....

2. Name and address of Owner/Manager/Superintendent/Officer making the application.....
.....

3. Technical personnel required (give details of trades wanted) .....
.....
.....
.....
.....
.....
.....
.....

4. Purpose for which personnel is required (state nature and purpose of work on which the personnel is to be employed).....
.....
.....
.....
.....
.....
.....

5. State salary or wages paid to similar personnel in the notified factory/training establishment/office or Department.....
.....
.....

6. Does the factory/training establishment/office or Department maintain a Provident Fund or any other fund or scheme for the benefit of the employees If so, give details.....
.....
.....

7. Does the factory/training establishment/office or Department allow leave or holidays with pay to its employees ? If so, give details.....*.....
.....
.....
.....
.....

8. Does the factory/training establishment/office or Department provide (1) free accommodation, (2) free medical attention or (3) any other amenities for its employees ? If so, give details.....
.....
.....
.....

*I hereby apply under the provisions of section 4 (2) of the National Service (Technical Personnel) Ordinance, 1940, for the allotment of the technical personnel described in item 3 above to .....
.....
.....

being a notified factory. I have read and understood the provisions of sub-section (2) of section 4 of the National Service (Technical Personnel) Ordinance, 1940, as amended by Ordinance No. XI of 1940.

---

†I hereby apply for the allotment of the technical personnel described in item 3 above to.....
.....
.....
.....

being a training establishment/Office or Department under the Crown. I have read and understood the provisions of sub-sections (*3*) and (*6*) of section 10 of the National Service (Technical Personnel) Ordinance, 1940, as amended by Ordinance No. XI of 1940.

Signature of
Owner/Manager/Officer.....

Dated .....
The ..... 19 .

To
.....
.....
.....

---

*To be filled in by notified factories only.

†To be filled in by training establishments or Departments or offices under the Crown only.

APPENDIX XIII.

Supplementary Rule 30 *of the Central Government's Fundamental and Supplementary Rules.*

(a) For the purpose of calculating mileage allowance, a journey between two places is held to have been performed by the shortest of two or more practicable routes or by the cheapest of such routes as may be equally short ; provided that, when there are alternative railway routes and the difference between them in point of time and cost is not great, mileage allowance should be calculated on the route actually used.

(b) The shortest route is that by which the traveller can most speedily reach his destination by the ordinary modes of travelling. In case of doubt, a competent authority may decide which shall be regarded as the shortest of two or more routes.

(c) If a Government servant travels by a route which is not the shortest, but is cheaper than the shortest, his mileage allowance should be calculated on the route actually used.

APPENDIX XIV.

Statement showing progressive expenditure incurred by training centres under the head "64—Miscellaneous expenditure connected with the war—H.—Scheme for the training of Skilled Artisans"

Heads of Disbursement and details of expenditure.	Expenditure during ....194 .	Expenditure to end of previous month.	Progressive expenditure.
	Rs.	Rs.	Rs.
H.—SCHEME FOR THE TRAINING OF SKILLED ARTISANS.			
*H. 3.—Allowances, Honoraria, etc.**—			
T.A. to trainees on joining training centres			
T.A. to trainees for trade tests			
T.A. to trainees to join posts on completion of training			
T.A. to trainees for journey in connection with medical examination			
T.A. to trainees on transfer, in public interest, from one centre to another			
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